USC
UNIVERSITY
OF SOUTHERN
CALIFORNIA

Bi-Weekly Project Status Report
3/14/2014 – 3/28/2014

Submitted by Auxiliary Services, IT

Submitted On 3/28/2014

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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	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	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	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	Update AS BU Hosted Order Pages with CyberSource Secure Acceptance connections (BKS, HOU, UCP, GH, ATH Camp)	Frank Juarez	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	UCP – XANEDU Integration	David Akwimbi	Integrate XANEDU with UCP
TBD	TSP – IVR Project	Tony Mazza	Restore functionality to Transportation IVR
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	BKS – eCommerce for USC Flower Shop	Dan Archer/Jerry Wingate	Add eCommerce functionality to USC Flower Shop website
TBD	BKS – eRATEX Upgrade	Dan Archer	eRATEX Upgrade

2   Active Project Summary

Project	Project Name	Status	Assessment
3	RAD – Rosso Oro's Online Ordering Vendor Replacement	**On Target**	Next Milestone – Schedule Vendor Demo Target Project Completion Date – 6/31/2014
4	TSP – AQMD Survey 2014	**On Target**	Next Milestone – Testing Target Project Completion Date – 4/30/2014
5	SS – Replace CAPS Bulk Payment Process in CBORD	**On Target**	Next Milestone – Testing Target Project Completion Date – 6/30/2014
6	HOU – CP IRIS Registration Implementation	**On Target**	Next Milestone – Development Target Project Completion Date – TBD
7	COL - Transition Coliseum Merchant Services to Elavon	**On Target**	Next Milestone – Development Target Project Completion Date – TBD
8	COL – Legends POS PCI Compliance	**On Target**	Next Milestone – Development Target Project Completion Date – 10/1/2014
9	COL – Ticket Office PCI Compliance	**On Target**	Next Milestone – Development Target Project Completion Date – 10/1/2014
10	RAD – Zendesk Work Order for Maintenance	**On Target**	Next Milestone – Implementation Target Project Completion Date – 4/15/2014
11	COL –Upgrade Coliseum Back Office Network Infrastructure	**On Target**	Next Milestone – Testing Target Project Completion Date – 3/21/2014
12	HOU – WAMS Server Implementation Phase II	**Warning**	Next Milestone – Implementation Target Project Completion Date – 11/30/2013
13	HOU – Housing Web Site Phase II Enhancements	**On Target**	Next Milestone – Development Target Project Completion Date – 4/30/2014
14	AS – PCI Qualified Security Assessor (QSA) Review	**On Target**	Next Milestone – Sign-Off Target Project Completion Date – 3/28/2014
15	COL – New Website for Coliseum (Phase I)	**On Target**	Next Milestone – Development Target Project Completion Date – TBD
16	ASIT – Asset Management (Absolute Manage)	**On Target**	Next Milestone – Installation Target Project Completion Date – TBD
17	RAD – Upgrade Radisson in scope PCI hardware	**On Target**	Next Milestone – Post Implementation Review Target Project Completion Date – TBD
18	SS – AS Business unit Website NextGen Project - Transportation	**Concern**	Next Milestone – Sign-Off Target Project Completion Date – 4/14/2014
19	SS – MS 365 Email Implementation	**On Target**	Next Milestone – Next Phase Implementation Target Project Completion Date – 6/31/2014
20	HSP – AS Business Unit Website NextGen Project Hospitality	**On Target**	Next Milestone – Development Target Project Completion Date – TBD
21	SS – Accounting Kuali Purchasing/AP Payment Interfaces	**On Target**	Next Milestone – Review Target Project Completion Date – 4/30/2014

3   RAD – Rosso Oro's Online Ordering Vendor Replacement

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Frank Juarez	**Business Project Owner: Mark Ewalt**
Start Date: 2/15/2014	**Target Completion Date: 6/31/2014**

Currently the Radisson's Rosso Oro's Pizzeria has a website to schedule delivery of food to USC customers. Due to the external assessment of the PCI Compliance the credit card processing for the website has been shut down.

The AS IT and Radisson team will be conducting a Request for Proposal process to find a replacement website vendor that integrates with its MICROS point of sales system and that can be implementing in a manner that reduces the overall complexity of the credit card processing environment.

Accomplishments (for previous two weeks)

- Submitted RFI to USC Purchasing
- Discussed Vendor requirements with Purchasing

Planned for Next Two Week

- Schedule Vendor demos

Open Issues

N/A

4 TSP – AQMD Survey 2014

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: David Donovan**
Start Date: 3/15/2014	**Target Completion Date: 4/30/2014**

Get the website ready for AQMD Survey.

Accomplishments (for previous two weeks)

- Received employees data
- Upload employees data in test environment
- Walkthrough of website with users
- Backup data from 2013 survey

Planned for Next Two Weeks

- Send the test site to users to get familiarity due to change in resources
- Set up production site

Open Issues

- N/A

5   SS – Replace CAPS Bulk Payment Process in CBORD

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Greg Laporte**
Start Date: 3/15/2014	**Target Completion Date: 6/30/2014**

As CBORD will replace CAPS, implement bulk payment process in CBORD.

Accomplishments (for previous two weeks)

- Met with users to gather requirements
- Asked NetOps group to create a test database replicating production data and provide access to the Web Team

Planned for Next Two Weeks

- Once test db is ready, start development.

Open Issues

- Waiting on test db and access.

6 HOU – CP IRIS Registration Implementation

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Keenan Cheung**
Start Date: 3/3/2014	**Target Completion Date: TBD**

The purpose of this project is to upgrade the existing Summer Conference Application CP to a newer version, CP6, which will allow guests to register and pay for their stay during the summer at a USC Housing Facility through a new web function called IRIS Registration.

IRIS Registration is a web based application that is hosted in the Cloud by a Microsoft product, Azure. IRIS Registration has integrated with a hosted, PCI Compliant platform from CyberSource called "Secure Acceptance" which has replaced the traditional Hosted-Order-Page solution

PCI Component of this application will be reviewed with Treasury and Compliance Office's as it will be in scope for next year's external compliance validation.

Accomplishments (for previous two weeks)

- Schedule Project Kick-Off
- Discuss technical integration and PCI Component of the application
- Completed Pre-Qualification Form

Planned for Next Two Week

- Treasury review and approval
- AS IT copy & send SQL database to Seattle Technologies
- Process CyberSource quote
- Continue configuration of CyberSource Gateway

Open Issues

- N/A

7 COL – Transition Coliseum & Sports Arena Merchant Services to Elavon

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Anjeanette Arakawa**
Start Date: 2/24/2014	**Target Completion Date: TBD**

During this transition, an assessment will be performed in order to determine the total number of Merchant IDs (MID) and Terminal IDs (TID) assigned to the Coliseum with the current service provider/processor, RBS World Pay. Once identified, the PMO will be working with Elavon through the Treasury Office to assign new MIDs for the Coliseum.

In addition, the Coliseum has over two dozen Omni 3750 credit card terminals that they have purchased through RBS World Pay over the years that would need to be inspected by Elavon to determine compatibility and if a firmware upgrade will be necessary.

If the terminals are not compatible or are out of support, a purchase of new terminals will be required to support the Ticketmaster sales through the ticket office and other venues where credit cards are accepted. (A separate project focusing on PCI Compliance of the Coliseum and the Sport Arena will be filed separately).

Note: The commission would like this transition to occur as soon as possible, but has not identified a deadline

If transition does not occur on time, the MID can be revoked and the Coliseum will not have the ability to process credit cards

Accomplishments (for previous two weeks)

- Complete Pre-Qualification form
- Treasury review and approval

Planned for Next Two Week

- Complete new MID request form
- Complete the purchase of handheld terminal request form

Open Issues

- N/A

8 COL – Legends POS PCI Compliance

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Joe Furin**
Start Date: 3/3/2014	**Target Completion Date: 10/1/2014**

AS IT will assess the Payment Card Industry (PCI) Compliance of the current Point-of-Sale (POS) system provider, Legends, and hardware from NCR that is implemented at the USC Coliseum and Sports Arena. In addition, if necessary implement processes, procedures and or technical architecture required by the PCI-Counsel that is outlined in the PCI-Data Security Standards (DSS) document V 3.0.

Self-Assessment-Questionnaire (SAQ) Level D V 3.0 will be utilized as a guide to evaluate the PCI Compliance of Legends implementation and the NCR hardware at the Coliseum and Sports Arena.

Accomplishments (for previous two weeks)

- Schedule a face-to-face follow up
- Discuss roles and responsibilities

Planned for Next Two Week

- Face-to-Face meeting has been scheduled for April 22

Open Issues

- N/A

9   COL – Ticket Office PCI Compliance

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Joe Furin**
Start Date: 2/24/2014	**Target Completion Date: 10/1/2014**

AS IT will be evaluating the Payment Card Industry (PCI) Compliance of the Ticket Office credit card processing method at the Coliseum and the Sport Arena. During this assessment period, Ticket Office service level A-D will be determined, and based on the identified information, a PCI Data Security Standard (DSS) Self-Assessment-Questionnaire (SAQ) V 3.0 with corresponding level will be used to evaluate the Ticket Office credit card processing method.

In addition, AS IT will review the existing server and hardware implementation by Ticketmaster and recommend a solution that will reduce the overall PCI exposure.

Post assessment period, AS IT will implement processes, procedures, and/or technical infrastructure required by the PCI-Counsel to meet PCI Compliance.

The areas in scope for this evaluation are the main Ticket Office located at the Sports Arena along with Gate 4 and Gate 19 located at the Coliseum.

Accomplishments (for previous two weeks)

- Schedule a face-to-face meeting
- Discuss Ticketmaster implementation at the Sport Arena
- Discuss upgrades and system enhancements

Planned for Next Two Week

- Review Ticketmaster PCI Compliance documentation
- Schedule second meeting to discuss current infrastructure and future upgrades

Open Issues

- N/A

10 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: 4/15/2014**

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)

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- Finalized look and feel of page, for agents and users
- Modified required fields
- Tested with Deepal and made continual changes request
- Refined categories field and selections

Planned for Next Two Week

- Soft launch, by Deepal on 4/1, to Radisson managers on how to access and enter tickets
- Add project category
- Finalize user lists and review categories
- Test, work with users before Radisson site is live

Open Issues

- Additional two weeks will be required to finalize the project for full launch on 4/15/2014

11 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: 3/28/2014**

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
- Kronos time clock testing on site at desired locations – Completed. Initial clock has been installed and is functioning.
- Kronos time clock quotation validation – Completed.

Planned for Next Two Week

- NAS (Networked Attached Storage) device purchase and reception. – with management Approved 3/18/14
- DAS requirement gathering will be conducted with Derek Thatcher and team.
- Installation of 2nd Kronos time clock at Coliseum Yard House.

Open Issues

- N/A

12 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 150 days past due)

13 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: 4/30/2014**

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 4/30/2014 due to resource availabilities.

14 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 final SAQ D remediations

Planned for Next Two Week

- All remediations have been completed. This project will remain open until the formal compliance communication from Security Metrics has been completed.
- All remediation have been completed, Security Metrics is in the process of finalizing other schools/depts. compliance.

Open Issues

- N/A

15 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: 4/30/2014**

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)

- Sent for QA on ¾
- Received feedback from design review
- Made some changes from user feedback

Planned for Next Two Week

- Continue to make additional changes from design feedback
- Continue to make additional changes from user feedback
- Set up a meeting with users to review the changes
- Set up CMS training

Open Issues

- Waiting for content
- Waiting for user review

16 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

17 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)

- No tasks have been completed previously due to time needed to review PCI remediations

Planned for Next Two Weeks

- Complete Carlson PCI Self-Assessment-Questionnaire requirement

Open Issues

- N/A

18 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: 4/14/2014**

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 list of admin users and their functionalities
- Received feedback for forms
- Made necessary changes to forms
- Send for another review of forms

Planned for Next Two Week

- Set up new admin users and their functionalities
- Pending sign off from users

Open Issues

- Since we have not received a final sign off, the target completion date is moved to 4/14/2014

19 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 the migration of payroll staff

Planned for Next Two Weeks

- Begin Phase II of this project and begin scheduling the transition of Organizational Accounts.

Open Issues

- N/A

20 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)

- New proofs were sent to Hospitality

Planned for Next Two Week

- Waiting for feedback from Hospitality

Open Issues

- N/A

21 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: 4/30/2014**

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.
- Accounting working with NetOps and SA team to set up the ftp server.
- Met with Business Operations – additional requirements are introduced to fix the issues with Kuali upload process and Cognos report.

Planned for Next Two Weeks

- Waiting on SA group to update VR process to connect to the SFTP server
- Once VR process is changed, users will test
- Make necessary changes for new requirements (so that credits and debits have different invoice numbers) for Hospitality
- Set up a meeting with RBS to make necessary changes for bookstore process.

Open Issues

- Waiting on Hospitality to decide what changes to make to the invoice number to identify credits.
- Due to the issues with ITS, additional requirements and fixes required by RBS, the target completion date is changed to 4/30

22 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: 2/24/2014**COMPLETED****

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)

- Serial to Ethernet Converters online with assigned IP addresses.
- Connection testing complete
- Trained Aaron Gleen of Design Team on Screen software; Designer and Transfer.
- Hand off from Aux IT to USC Design Team and Radisson Staff complete.

Planned for Next Two Week

- N/A

Open Issues

- N/A

23 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

24 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

25 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.

26 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.

27 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.

28 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
N/P	BKS – Figueroa Press Rewrite	Mark Ewalt	Rewrite of Figueroa Press website.