

UW Colleges and UW-Extension Restructuring

Steering Committee Meeting 19

Friday, May 17, 2019

9:00 a.m. – 10:30 a.m.

Steering Committee Meeting Agenda

| Topic | Time | Presenter |
|-----------------|---------------|-----------------|
| Welcome | 9:00 – 9:05 | Stefan Fletcher |
| Project Update | 9:05 – 9:20 | Jo Carter |
| Financial Aid | 9:20 – 9:40 | Tim Opgenorth |
| Procurement | 9:40 – 9:50 | Ruth Anderson |
| Human Resources | 9:50 – 10:00 | Quin Knuteson |
| IT Update | 10:00 – 10:15 | Ty Letto |
| Libraries | 10:15 – 10:30 | Julie Pohlman |

Project Update

Jo Carter, Project Manager

Combined Roadmap

| # 2019 Milestones | # Completed | # Remaining | % Complete |
|-------------------|------------------|-------------|-------------------|
| 292 (up from 266) | 109 (up from 54) | 183 | 37% (up from 20%) |

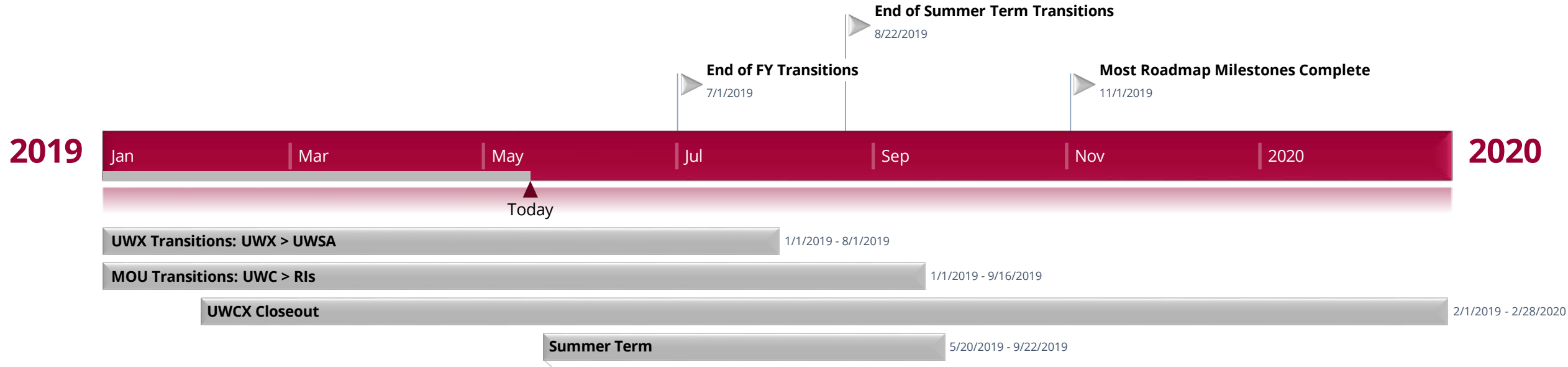
Notable Completed Milestones - April & May

- Procurement: Managed Print process finalized
- Finance: PCI Compliance audit results distributed to RIs
- Finance: Determined chargebacks (e.g. insurance, common systems, etc.) for all RIs

Notable Upcoming Milestones - June

- “Home Campus” data from HRS/SIS mapped to Alma

Timeline overview



Gates Meetings - Overview

- Three meetings with each receiving institution (RI) to assess readiness for key transitions
 - One meeting per month in May, June, and July
 - Review list of upcoming MOU service transitions
 - Identify, escalate, and resolve issues related to service transitions and Restructuring generally

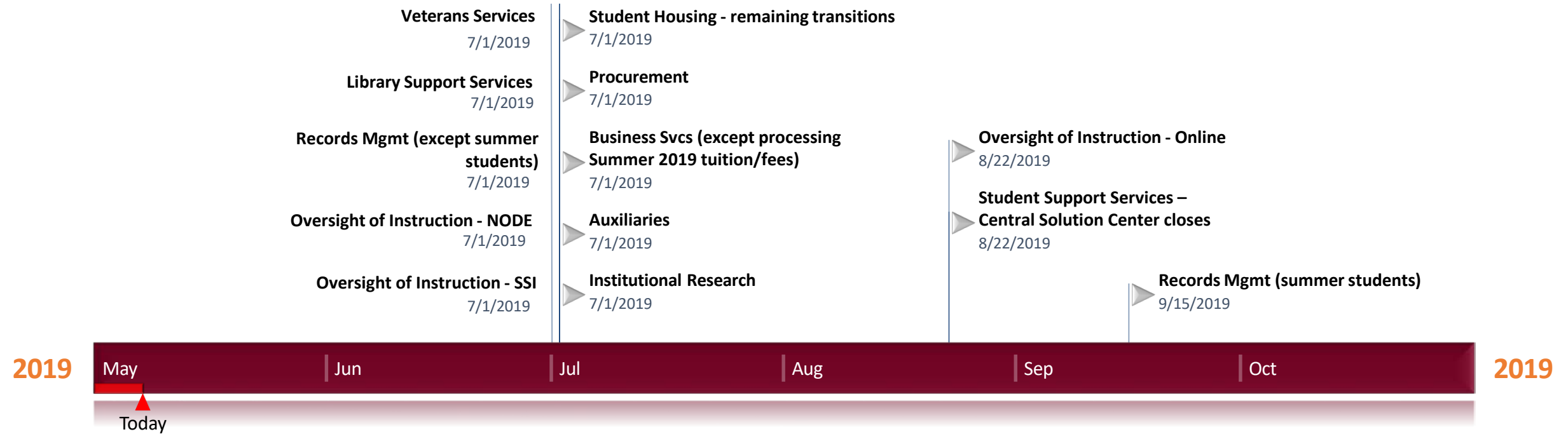
Gates Meetings – First Round Summary

- Completed first round of gates meetings in May
- Some campuses are working through pre-existing challenges that UW Colleges faced
- Some campuses are working to improve student services to match the level of service on the main campus
- No new major Restructuring-related concerns were reported, but dissemination of information on campuses remains a concern
- Second round of gates meetings begins on May 25th

Gates Meetings – Internal Communication

- Internal communication on campuses remains a critical challenge
 - Noted by HLC as area of concern
 - Consistently came up during gates meetings
- Consistent feedback: Information that is shared with campus leadership, project leadership, and service area workstreams needs to be distributed more broadly with campus stakeholders
- Campus functional areas/faculty/staff/students should receive information directly from the appropriate campus communication channel (Provost, CBO, CIO, etc.)
- If RIs have not done so already, they should develop standard channels of communication between main campus and branch campus(es), as well as across functional areas

Timeline of remaining MOU transitions



MOU Amendments

- MOU amendments have:
 - Been prepared for Human Resources, Information Technology, and Procurement
 - Will be distributed to RIs for review and approval
- MOU amendments document the timing of transitions that were not outlined in the original MOU
- This should be the final round of MOU amendments prior to June 30

Financial Aid Update

Tim Opgenorth, Director of Financial Aid, University of Wisconsin - Milwaukee

U.S. Department of Education Update

- Each institution submitted E-APP pertaining to restructuring to U.S. Department of Education (ED) between June 18 and 22, 2018
- At this time ED has not yet approved the restructuring
 - Staff has indicated everything is on track, no items are needed
 - More complicated than other mergers as it's not one-to-one
 - Indicated approvals for seven institutions should be received in May/June 2019
 - Chancellor and Financial Aid Director at each campus will receive email
 - No additional is action needed, just need to print off new ECAR and approval letter for records
 - Effective date would be July 1, 2019, which is the start of the 2019-20 financial aid award year (for most programs)

U.S. Department of Education Update

- Notified ED how institutions would like campus based funds reallocated
 - Federal Work Study (FWS) \$385,172
 - Federal Supplemental Educational Opportunity Grant (FSEOG) \$529,836
 - FWS was based upon the three-year average of FWS funds disbursed at each of the College locations.
 - FSEOG was based upon the three-year average of Federal Pell Grant recipients at each of the College locations.
- Per ED, the reallocation of campus based funds will occur during the merger process for each institution. The reallocation of the 2019/20 campus based funding will be available once each school is notified of the completion of their pending E-APP.

Proposed Campus-Based Reallocation

| Campus | FWS | Percent of Total | FSEOG | Percent of Total |
|---------------|------------------|------------------|------------------|------------------|
| Eau Claire | \$27,523 | 7.15% | \$30,916 | 5.84% |
| Green Bay | \$61,932 | 16.08% | \$81,827 | 15.44% |
| Milwaukee | \$78,193 | 20.30% | \$117,507 | 22.18% |
| Oshkosh | \$71,387 | 18.53% | \$99,667 | 18.81% |
| Platteville | \$40,536 | 10.52% | \$51,676 | 9.75% |
| Stevens Point | \$74,610 | 19.37% | \$77,694 | 14.66% |
| Whitewater | \$30,991 | 8.05% | \$70,549 | 13.32% |
| TOTAL | \$385,172 | | \$529,836 | |

Challenges

- ED has not shut-down UW Colleges school code for the 2019-2020 FAFSA at this time
 - As of April 15, 2019, UW Colleges had received 8,343 unduplicated FAFSAs for the 2019-2020 academic year
 - UW Colleges sending email to students that need to update FAFSA with correct school code
 - Each institution is also communicating to students in different ways
- Students applying to both associate and bachelors programs
- Transfer of imaged documents, not the easiest to find
- Adequate resources to assume additional work
- Course Exchange calendar (for those campuses participating)
- FLEX Program (Milwaukee only)

Timeline

- May/June – Notification from ED of restructuring approval and distribution of updated campus based allocations
- Late August – Institutions begin to disburse financial aid to students at new locations for the start of fall 2019 term (Milwaukee sooner with FLEX program)
- September 30, 2019 – Colleges needs to have completed 2018/19 Fiscal Operations Report and Application to Participate (FISAP) with ED and reconciled and closed-out Federal Pell Grant and Direct Loan programs for all years

Procurement Update

Ruth Anderson, Associate Vice President for Administrative Services

Procurement Team Update – May 2019

| Contract | Applies To |
|---|----------------------|
| Food Service Operations – self operated dining services transfer directly to the RI. Contracts with Dining Service Vendors are held centrally at UW System, who will continue to manage them. | Various RIs |
| Advertising – RIs will assume the purchasing of advertising for their branch campus. | All RIs |
| Bookstore Contract- UW System will continue to manage the UWC Bookstore contract on behalf of the RIs. | UWO, UWSP, UWGB, UWM |
| Vending Contract – UW System will continue to manage the UWC Vending contract on behalf of the RIs. | All RIs except UWVW |
| Managed Print – UW Shared Services will manage this contract on behalf of the RIs. | All RIs except UWVW |
| International Recruitment ASSAs – Intent is to end the contracts, except those that have active students enrolled through these agreements. Trying to identify those ASSAs. | |
| Empathia (EAP Services) – This is a DOA contract. As RIs order services they should include the branch campus headcount. | All RIs |
| Marathon Custodial Contract – UW Colleges extended this contract for one year. The contract will transfer to UWSP on July 1 to be managed. | UWSP |

Procurement Team Update- May 2019 continued

| Contract | Applies To |
|--|-------------|
| VEOLIA – State of Wisconsin contract for Hazardous Waste. RIs can order these services on behalf of the Branch Campuses using this contract. | All RIs |
| Software contracts – As campuses renew their software licenses they will need to adjust their metrics to include the FTE counts for their branch campus employees and/or students. | All RIs |
| Wisnet – being transferred from UWC to two campuses who will use this service. | UWO and UWM |
| New requests for Goods and Services by branch campuses, for FY20, will flow to the RI's Purchasing Office starting June 1, 2019. | All RIs |

Human Resources Update

Quin Knuteson, Human Resources Technology Manager

HRS Data Transition

- HRS appointment data is scheduled to transition from UW Colleges and UW-Extension departments to the Receiving Institutions' departments on:
 - **June 23, 2019** for employees on **bi-weekly payroll**. Data/payroll will be maintained by RIs as of that pay period (calculates July 11, 2019)
 - **July 1, 2019** for employees on **monthly payroll**. Data/Payroll will be maintained by RIs as of that pay period (calculates July 18, 2019)
- Since the initial upload of department changes in January 2019, the UW Colleges and UW-Extension Office of Human Resources has been running audit reports to ensure data integrity with the transition. All new hires are also scheduled for a future department change per the schedule above.

HRS Appointment Data - Transition by the Numbers

The data summary listed below represents the number of UWCOL and UWEXT appointments scheduled to transition to Receiving Institutions.

| Receiving Institution | Count of Appointments* |
|--------------------------|------------------------|
| UW-Eau Claire | 52 |
| UW-Green Bay | 115 |
| UW-Madison | 926 |
| UW-Milwaukee | 194 |
| UW Oshkosh | 186 |
| UW-Platteville | 73 |
| UW-Stevens Point | 99 |
| UW System Administration | 175 |
| UW-Whitewater | 77 |
| TOTAL | 1,897 |

*The count of appointments reflects Active Appointments as of 05/10/2019. The data does not include Student Employee or Lump Sum appointments which have a high degree of variance throughout the academic year.

HR Transition of Services - Receiving Institution Communication with Branch Campuses and Units

- Per the MOU for transition of HR services, Receiving Institutions have been doing their own planning to take over responsibility of HR services for their branch campuses
- UW Colleges and UW-Extension Office of Human Resources continues to collaborate, as needed, with each Receiving Institution to provide background information and offer assistance to finalize transition plans for HR Services

UW System Project Decision – Internal Recruitment

- UW Colleges and UW-Extension Office of Human Resources is working with UW System HR Directors to ensure agreement with planning related to the internal recruitment decision that was issued on April 22, 2019
- A formal process for implementing the internal recruitment decision will be established soon

Central IT Update

Ty Letto, CIT Associate Director

Completed UWC IT Transition Tasks: 68%

- **Distance Ed & Classroom support:**
 - Categorized existing branch classroom IT services, capacities and IT inventory and shared with RIs
 - Transferred ATS and DE maintenance budgets to RIs
 - Identify A/V assets and inventory to transfer to RI's
- **Email Transition:**
 - Finalized email migration requirements and timeline with branch campuses and RI's
 - Completed email transition for Green Bay, Platteville, and Steven's Point.
- **Network:**
 - Completed WAN connectivity between RIs and branch campuses along with access to branch network switches & VM's
- **Service Desk:**
 - Gave an overview of the CASE role.
 - RIs established a process for handling miss-routed IT support requests.
 - Schedule for transition of Service Desk support is finalized in conjunction with the workstation migrations
- **Licensing:**
 - Created a list of IT software utilized by branches and those installed on their workstations, which was provided to the RIs licensing points of contact.
 - Determine how CSRG assessments were distributed
- **Workstations:**
 - Communicate workstation transition plan to branch campuses.
 - Completed SCCM & JAMF analysis of endpoints

In Process UWC IT Transition Tasks: 32%

To be completed 7/1/2019

- **Distance Ed & Classroom support:**

- Share branch campus information on distance education scheduling software, control equipment, budgetary and ATS management.

- **Email Transition:**

- Migrate email for Eau Claire, Whitewater, and Milwaukee

- **Licensing:**

- Identify licenses and costs to transfer to RIs.

- **Network:**

- Upgrade WAN from 2 to 4 GB
- Establish virtual network on branch/RI campuses
- Branch wireless network set to RI's wireless network.

- **Service Desk:**

- Set up remote connection from RIs to workstations on branch campuses.
- Individualized Service Desk meetings with RIs to address unique needs.
- Communicate with students and staff on service desk changes.

- **Workstations:**

- Coordinate network and support changes with outside vendors (doors, HVAC, signage)
- Build SCCM/JAMF workstation management systems for RIs to manage branch campus workstations.
- Pilot endpoint transition
- Complete early adopter spring workstation transitions.

Completed UWEX transition tasks:

- **Moving to UW-Madison:**
.....**83% complete**

- *Move of staff HRS records, email, workstations, network, software, and accounts to UW-Madison for ECC.*
- *Move of staff HRS records, email, web domains to UW-Madison for WPM.*
- *Move of staff HRS records, custom lists and listserves, one-drive, network and desktop migration to UW-Madison for COOP.*
- **Target date for remaining tasks:**
7/1/2019

- **Moving to UWSA:**
..... **Just starting**

- *Provide network access, workstation support through UW-Stevens Point.*
- *Decided that workstation software licensing will be through UWSA and email will be through UWSA for WIPPS.*
- *Validate continued use of UWEX.EDU domain. Development of the Transition plan for Extended Campus*
- *All remaining target deadlines for WIPPS, Extended Campus, IBE and Humanities Council are AFTER 7/1/2019.*

Libraries Update

Julie Pohlman, Library Program Director

Libraries – Data Migration

- Migration of UW Colleges library data to receiving institutions (RIs) is on track
- Data will be extracted from Colleges the week of May 20 and is scheduled to begin the week of May 27
- Libraries are working on implementing additional patron data to support library services
 - This data may not be in place by the data migration (June 1, 2019), but there is a fall back plan to ensure library services work for RI patrons and are comfortable finishing implementation of the new patron data later in the summer if necessary

Libraries – Transition of Services and Resources

- Most library services and resources will remain active through the end of the spring semester
- Some physical item borrowing and lending services have been cut off in preparation of the data migration, and some databases and services will remain active through the summer session to accommodate the UW Colleges Online summer session
- User accounts in the UW Colleges' library systems will be deactivated on May 22, which is the same day that all branch users are required to return borrowed items and other UW users are required to return branch-owned items
 - RI library staff will instruct their branch campus(es) on how to handle borrowing requests and material check outs during the period between the UW Colleges shutdown and go-live of the RI library systems.
- Library acquisitions and cataloging for the branch campuses has been handed over to the RIs.
- The date at which branch campus users have full access to their RI's library system and resources is different for each RI
 - Some RIs need to develop a backup plan to manually add users to their system on an as-needed basis. Branch campus libraries have been asked to discuss solutions with their RIs.

Libraries – Training Opportunities

- An interlibrary loan workshop was offered to RI staff on April 23rd
- An in-person Discovery/Fulfillment workshop was offered to RI staff at the Fond du Lac campus on May 16
- There will be a restructuring Q&A session offered at the Council of UW Libraries (CUWL) Summer Conference on June 3rd and many of CUWL's interest groups will also be taking up restructuring topics throughout the day

Next Steps

Before the next Steering Committee meeting:

- UW Colleges will send email to students that need to update FAFSA with correct school code

The next Steering Committee Meeting is MONDAY, June 24, 2019.

APPENDIX - IT Transition Update

| | Target Due Date | UW-Eau Claire | UW-Green Bay | | | | UW-Milwaukee | | UW-Oshkosh | | UW-Platteville | | UW-Stevens Point | | UW-Whitewater |
|---|-----------------|---------------|--------------|-------------|-------------|-------------|--------------|-------------|-------------|-------------|----------------|-------------|------------------|-------------|---------------|
| Milestones | | BRN | MAN | MNT | SHB | WAK | WSH | FDL | FOX | BRB | RLN | MSF | MTH | RCK | |
| <u>UW Colleges</u> | | | | | | | | | | | | | | | |
| Classroom | | | | | | | | | | | | | | | |
| Categorize existing classroom IT services and functions for all branch campuses | 12/31/2018 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Share branch campus classroom capacities/capability and IT inventory | 3/31/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Identify A/V assets and inventory to transfer to RI's | 12/31/2018 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Share branch campus DE control systems programming /equipment information | 6/1/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | |
| Share branch campus DE scheduling and budgetary information | 6/1/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | |
| Share branch campus DE documentation | 6/1/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | |
| Share branch campus DE budgets and local ATS management | 6/1/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | |
| Transfer ATS positions to the Ris | 7/1/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Transfer DE maintenance budgets to the Ris | 7/1/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Identify branch classroom IT needs that will not be met after restructure | 7/1/2019 | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | |
| Email | | | | | | | | | | | | | | | |
| Finalize email migration requirements with RI's | 1/10/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Establish email migration implementation timeline for all branch campuses | 1/23/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Have a kickoff meeting with each branch campus just prior to migration | 7/30/2019 | Complete | Complete | Complete | Complete | N/A | N/A | 6/20/2019 | 6/20/2019 | Complete | Complete | Complete | Complete | Complete | |
| Migrate email for Pilot campus | N/A | Complete | Complete | Complete | Complete | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | |
| Migrate email | 8/30/2019 | Complete | Complete | Complete | Complete | 6/30/2019 | 6/30/2019 | 7/1/2019 | 7/1/2019 | Complete | Complete | Complete | Complete | TBD | |
| Migrate home folder data to OneDrive | 6/30/2019 | Not Started | Complete | Complete | Complete | Not Started | Not Started | Not Started | Not Started | Complete | Complete | Complete | Complete | Complete | |

APPENDIX - IT Transition Update

| Milestones | Target Due Date | UW-Eau Claire | UW-Green Bay | | | UW-Milwaukee | | UW-Oshkosh | | UW-Platteville | | UW-Stevens Point | | UW-Whitewater |
|--|-----------------|---------------|--------------|-------------|-------------|------------------|-------------|-------------|-------------|----------------|-------------|------------------|-------------|---------------|
| | | BRN | MAN | MNT | SHB | WAK | WSH | FDL | FOX | BRB | RLN | MSF | MTH | RCK |
| <u>UW Colleges</u> | | | | | | | | | | | | | | |
| - | | | | | | | | | | | | | | |
| Network | | | | | | | | | | | | | | |
| Access to branch campus network switches & VM's | 2/28/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete |
| WAN connectivity for RI's to branch campuses | 2/15/2019 | Complete | Complete | Complete | Complete | In Progress | In Progress | Complete | Complete | Complete | Complete | Complete | Complete | Complete |
| Upgrade WAN network capacity on branch campuses from 2 GB to 4 GB | 6/1/2019 | In Progress | In Progress | In Progress | In Progress | Dependent on WAN | | In Progress | In Progress | In Progress | In Progress | Complete | Complete | Complete |
| Establish VLAN (virtual network) on branch campus for RI's routing switches | 6/1/2019 | In Progress | In Progress | In Progress | In Progress | Dependent on WAN | | In Progress | In Progress | In Progress | In Progress | Complete | Complete | Complete |
| Branch Campus wireless network configured to RI networks | 6/1/2019 | In Progress | In Progress | In Progress | In Progress | Dependent on WAN | | In Progress | In Progress | In Progress | In Progress | Complete | Complete | Complete |
| RI's fully functional on branch campuses | 6/1/2019 | In Progress | In Progress | In Progress | In Progress | Dependent on WAN | | In Progress | In Progress | In Progress | In Progress | Complete | Complete | Complete |
| Printing | | | | | | | | | | | | | | |
| Determine how/if to continue the branch campus RICOH print contracts | 3/30/2019 | In Process | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete |
| Develop a plan for providing print services at the branch campuses | 5/17/2019 | Not Started | Complete | Complete | Complete | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | Not Started |
| Complete a proof of concept printing test at each branch campuses | 5/31/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | Complete | Complete | Complete |
| Finalize printer transition schedule - synch with workstation migrations | 5/31/2019 | In Process | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | In Process | In Process | Not Started |
| Service Desk | | | | | | | | | | | | | | |
| CITS provides RI's with overview of the CASE role | 1/31/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete |
| RI's establish process for miss-routed IT support requests | 4/15/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete |
| RI's establish and test remote connection ability to access branch campus workstations for support | 4/30/2019 | In Process | Not Started | Not Started | Not Started | In Process | In Process | In Process | In Process | In Process | In Process | Not Started | Not Started | In Process |
| Individualized service desk meetings between CITS and RIS to problem solve any special needs | 6/1/2019 | | | | | | | | | | | | | |
| RI's communicate to branch campuses about changes in IT support and set expectations | 6/1/2019 | | | | | | | | | | | | | |
| Schedule for transition of support is finalized in conjunction with the workstation migrations | 6/1/2019 | Complete | Complete | Complete | Complete | | | Complete | Complete | Complete | Complete | Complete | Complete | Complete |

APPENDIX - IT Transition Update

| | Target Due Date | UW-Eau Claire | UW-Green Bay | | | | UW-Milwaukee | | UW-Oshkosh | | UW-Platteville | | UW-Stevens Point | | UW-Whitewater |
|--|-----------------|---------------|--------------|-------------|-------------|------------------|--------------|-------------|-------------|-------------|----------------|-------------|------------------|-------------|---------------|
| Milestones | | BRN | MAN | MNT | SHB | WAK | WSH | FDL | FOX | BRB | RLN | MSF | MTH | RCK | |
| <u>UW Colleges</u> | | | | | | | | | | | | | | | |
| Software Contracts and Licensing | | | | | | | | | | | | | | | |
| Compile a list of IT software utilized at the branch campuses. | 2/8/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Provide RI's a list of workstation software installed at the branch campuses | 2/12/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Determine how CSRG assessments will be distributed | 2/15/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Identify licensing points of contact with RI's | 4/1/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Compile a list of RI license transfers and submit to UWC IT Steering Committee | 6/1/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | |
| Identify licenses and costs that need to transfer to RIs | 6/1/2019 | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | In Process | |
| Telephones | | | | | | | | | | | | | | | |
| Finalize dialing scheme for each branch campus | 7/1/2019 | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | |
| Begin to transition VOIP phones to new call managers | 7/1/2019 | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | |
| Workstations | | | | | | | | | | | | | | | |
| Identify outside vendors and consumers that need to be aware of transitions | 2/28/2019 | | | | | | | | | Complete | Complete | | | Complete | |
| Coordinate network and support changes with outside vendors and consumers | 5/31/2019 | | | | | | | | | | | | | | |
| Begin communication of the workstation transition plan to branch campuses | 3/31/2019 | Complete | Complete | Complete | Complete | Dependent on WAN | | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Complete an analysis of SCCM and JAMF package and endpoint inventories | 3/31/2019 | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Build SCCM / JAMF RI management environments | 3/31/2019 | Not Started | Complete | Complete | Complete | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | |
| Identify early adopters for workstation transition at each branch campus | 4/30/2019 | Complete | Complete | Complete | Complete | Not Started | Not Started | Complete | Complete | Complete | Complete | Complete | Complete | Complete | |
| Pilot endpoint transition on each campus. | 6/1/2019 | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | |
| Migrate Endpoints identified as Spring Transition | 6/1/2019 | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | Not Started | |

APPENDIX - IT Transition Update

| | Target Due Date |
|---|-----------------|
| Milestones | |
| <u>UW-Extension</u> | |
| Transitioning to UWSA | |
| Humanities Council | |
| Extend CITS network for VOIP | 6/1/2019 |
| Assign new net ID's for UWSA servers; passwords and access to HRS, WIS-DOM, SFS | 7/1/2019 |
| Migrate email to UWSA O365 | 7/1/2019 |
| Service processes defined for UW System | 7/1/2019 |
| | |
| WIPPS (located on UW-Stevens Point Campus) | |
| Provide access to the wired and wireless network for Steven's Point | Complete |
| Move workstations to the UW-Steven's Point AD | Complete |
| Workstation software licensed by UW-System | Complete |
| Data to be stored on UW-Systems OneDrive | Complete |
| Migrate email to UWSA O365 | 7/31/2019 |
| | |
| Extended Campus (can transition after 7/1/2019 date) | |
| Validate continued use of UWEX.EDU domain | Complete |
| Continue development of transition plan | In Process |
| Migrate email to UWSA O365 | TBD |
| Migrate OneDrive to UWSA O365 | TBD |
| Migrate network data to UWSA O365 | TBD |
| Rebrand websites | TBD |
| | |
| IBE | |
| Transition support from CITS to UW-Shared Services Web Support Desktop & Software Support VoIP | 7/1/2019 |
| Migrate email to UWSA O365 | 7/1/2019 |
| Change email domain name to @business.wisconsin.edu | 7/1/2019 |
| Transfer software contracts and licenses to UWSA | 7/1/2019 |
| SBDC rebranded website launched | 9/16/2019 |
| IBE, CTC, FFI, CBI and BDRC rebranded websites launched | 9/16/2019 |

| | Target Due Date |
|---|-----------------|
| Milestones | |
| <u>UW-Extension</u> | |
| Transitioning to UW-Madison | |
| ECC | Complete |
| WPM | |
| Staff have UW-Madison HRS entries | Complete |
| Web domains migrated | Complete |
| Email migrated to UW-Madison O365 | In Progress |
| Future Milestones | |
| Duo Factor Authentication | 7/1/2019 |
| Migrate Sharepoint | 7/1/2019 |
| Migrate OneDrive | 7/1/2019 |
| Setup SMTP Relay | 7/1/2019 |
| Migrate VoIP lines to UW Madison system | 7/1/2019 |
| Authorize/Convert and test access to using UW-Madison services (Library, Bucky Backup, My UW, etc.) | 7/1/2019 |
| | |
| COOP | |
| Staff have UW-Madison HRS entries | Complete |
| Created custom user groups | Complete |
| Wisclists have been created to replace Mailman lists | Complete |
| OneDrive migration | Complete |
| Network and Desktop migration is complete for WGNH | Complete |
| Future Milestones | |
| Duo Factor Authentication | 7/1/2019 |
| Desktop migration for Lake Street, Pyle Center, Charter Street | 7/1/2019 |
| | |
| Desktop migration for NERR(Superior) and WEHR (Milwaukee) and Fond du Lac | 7/1/2019 |
| Migrate VOIP main lines to UW Madison system | 7/1/2019 |
| Migrate Gsuite | 7/1/2019 |
| Migrate Sharepoint | 7/1/2019 |
| Migrate Wordpress, Trumba, Knack to Enterprise OU at Madison | 7/1/2019 |
| Replace the database/power BI Gateway | 7/1/2019 |
| Migrate Subversion to UW-Madison instance | 7/1/2019 |
| Authorize/Convert and test access to using UW-Madison services (Library, Bucky Backup, My UW, etc.) | 7/1/2019 |