# SIS Modernization Project
## Running Updates

<table>
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<th>Time Period</th>
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<td><strong>Fall 2022</strong></td>
<td>September, October, November</td>
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<td><strong>Winter 2022 - 2023</strong></td>
<td>December, January, February</td>
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<td><strong>Spring 2023</strong></td>
<td>March, April, May</td>
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<td><strong>Summer 2023</strong></td>
<td>June, July, August</td>
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</table>
- SIS Implementation Project governance structure defined, agreed upon. Internal communication plan developed.
- Operational Steering Committee, Change Advisory Committee nominees confirmed by presidents.
- Lumens prework completed. 9/21; internal kickoff. 9/30; vendor kickoff meeting for WFD participants.
- Active Directory: engaged Microsoft, connections to help stand up Greenfield AD tenant, develop AD architecture.
- App Rationalization: payment portal apps, finance business needs defined. 9/13; vendor app comparison, discussion.
- App Rationalization: CourseEval vendor reviewing contracts, will propose best MCCS contract solution for all locations.
- Paycom HRIS/Finance contract signed; implementation begins.
- Ready Education contract signed.
October 2022

- Ready Education pre-kickoff performed with vendor.
- Initial OSC working session.
- New Delivery Director from Anthology.
- All-hands discussion.
- Anthology Academy available for all MCCS schools.
- Lumens business process, data migration planning.
- Active Directory: landed contract, scheduling contract with vendor.
- App Rationalization: Identifying business resources for document management, student communications.
- CourseEval: Contract clarity but reviewing immediate need.
- Paycom HRIS/Finance implementation underway. Communication plan underway.
- Ready Education pre-kickoff performed with vendor.
- OSC working sessions normalized.
- Anthology module suite discovery agenda finalized.
- Change Advisory Committee first meeting.
- Occupational Insight (web version) labor market data demo completed.
November 2022

- Initiated Anthology discovery sessions. 11/4; kickoff. 11/8; Anthology Reach.
- Anthology: communicated expectations to relevant staff.
- Lumens: business process design continues. Senior leader engagement with Modern Campus. Data architecture design session.
- AD Redesign: Received maine.edu domain. Kickoff with project team, AD Architect to prepare as-is design.
- Shared Services: Kickoff with IT leaders, notification. New assignments discussed with all staff; no material issues.
- Staff feedback for Anthology.
- Completed Anthology discovery sessions.
- AD Architecture draft as-is design completed.
- Shared Services session 1 kickoff with IT staff completed.
- Communications: All-hands notice of Shared Services. Tactical planning with content writer.
- Anthology Student, Reach deep dive discovery “save the date” landed.
- New Anthology implementation manager named.
- CourseEval licensing business terms completed.
- Lumens baseline testing site architecture mostly complete.
- Each school and SO have access to Lumens testing sites.
- Held Architecture meeting with AD team, Architect, Anthology.
- 11/18; Shared Services IT staff kickoff.
- Anthology Discovery Sessions video: interviews, feedback from participants.
December 2022

- 12/5; Anthology Student, Reach deep dive discovery sessions started.
- 12/12; Financial Aid all-day deep dive started.
- Data mapping, migration planning initiated.
- Lumens: baseline testing site architecture, configuration mostly complete.
  - Each school, SO have access to testing sites.
  - Data mapping, migration planning ahead.
- AD Redesign: Greenfield AD tenant stood-up.
- Shared Services: staff engagements initiated.
- RFP posted; awaiting vendor responses.
  - Informal meeting held 12/7
January 2023

- Anthology
  - SMCC on-site project planning strategy session.
    - Burn-up chart developed, agreed upon. Final MPP version pending from Anthology.
  - Student & Reach deep dive discovery sessions scheduled for January.
  - Finance deep dive discovery sessions scheduled for February.
  - Data mapping, migration planning in progress.
- Application Migration & Integrations
  - Integration short list validated.
  - Lumens training performed.
- AD Redesign
  - Greenfield AD Tenant stood up.
  - Anthology Dynamics Environment stood up.
- Shared Services
  - Staff engagements ongoing
  - IT leadership planning session held 01/20
- Communications
  - MCCS Portal updated for easier access to videos, deep dives.
- Payment Processor RFP
  - RFP vendor responses received.

<< Previous Month | Next Month >>
• Anthology
  o Student & Reach deep dive sessions completed in January.
  o Finance deep dive discovery sessions ongoing.
  o Data mapping, migration planning from 02/27 to 03/06.
  o Action Log initial review completed.
  o Revised project plan delivered 01/30.

• Application Migration & Integrations
  o Lumens training paused; evaluating integration strategy for early adoption by colleges.
  o Data Environment Mapping @ YCCC completed – 02/13.
    ▪ Integration Short List updated, validated w/ environment Mappings.
    ▪ TBS – Reporting Discovery Session, Web Portal Discovery Session.

• AD Redesign
  o Initial design session 02/06

• Shared Services
  o Scheduled IT Leader & Staff Development Sessions for 02/28, 03/01.
  o Out of the Box global settings, reports and security roles provided.

• Payment Processor RFP
  o RFP vendor demonstrations scheduled 02/13, 02/17, 03/22.
March 2023

- **Anthology**
  - February Finance deep dive discovery sessions
  - Action log initial review completed.
  - Data Mapping, Migration Planning: CMCC, SMCC, WCCC, YCCC completed.
  - Course Eval contract executed, delivered.
  - Student Workstreams have MCCS leaders assigned, began working on Common Course Nomenclature, Academic Calendar, Fee Structure.

- **Application Migration & Integrations**
  - Lumens: Training resumes 03/14, PM meetings resume 03/09.
  - YCCC Data Environment Mapping completed.
    - Integration short list updated, validated with environment mappings.
    - TBS: Reporting discovery session.
    - TBS: Web portal discovery session.
  - JICS (Portal) kick-off meeting completed.

- **AD Redesign**
  - 65 A5 licenses obtained for IT.
  - Kick-off for Intune, Azure Virtual Labs Pilot 03/24.

- **Shared Services**
  - Completed IT Leader, Staff Development Session for 02/28, 03/01.
  - Out of the box global settings, reports, security roles provided.
  - Inventory/Assessment POC completed at WCCC.
  - Staffing plan updated, performed, funding schema finalized.

- **Communications**
  - All Deep Dive recordings have been shared with MCCS participants.
  - Change Readiness Survey completed, results expected 03/15.

- **Payment Processor RFP**
  - RFP vendor demonstrations completed with TouchNet, Nelnet, Transact. All 3 vendors have been completed.
April 2023

- **Project Kick Off**
  - Course Eval Launch: Project kick off and demo w/ SMCC.

- **Student**
  - Common Course Codes, Nomenclature: Nick Gill, Staci Grasky leading.
  - Common Fee Schedule: Melissa Boyan leading.
  - Common Academic Calendar: Jeremy Dill leading.
  - Data deep dives wrapping up last session 04/21 (SMCC).
  - Integrations Sessions scheduled for week of 04/24.

- **Finance**
  - Deep dives kicked off on 04/18.

- **Lumens**
  - 8 sites built, prepared for system build w/ WFD.

- **Reach, Raise**
  - Beginning to meet regularly w/ Anthology to prepare for data deep dives.

- **Web Portal Redesign**
  - Ken, Sarah leading, working w/ Anthology, college, to determine what slides to Anthology portals and what requires intranet.
  - 5/8 RACI Matrix, Content Owners identified. Holding for KVCC, EMCC, YCCC.
  - Milestones, Guiding Principles drafting.
  - Draft resource map build out 04/20 and week of 04/24.

- **AD Redesign**
  - Set up IT leadership, IT staff in new tenant.
  - Review, refine design, dataflow diagrams.
  - Complete Azure, Intune Microsoft Foundational Training.
  - Evaluate Intune, Azure Virtual Labs capabilities, features via Pilot

- **Payment Processor RPF**
  - Demos completed, scoring process has begun.

- **Other**
  - Anthology Process Recommendation document will be reviewed w/ functional team.
  - Application Integration conversations beginning 04/24.
  - Student Configuration Sessions, planning to meet w/ functional SMEs 05/22.
  - Global Settings discussions with Admissions, Advising, Registrar, others.
    - Configuration sessions in May. Placeholder meetings to discuss 19 global settings left.
May 2023

- Business Process Review document complete
- Student
  - Upcoming configuration sessions (all virtual) June 6-9.
  - Conversation with Academic Deans. Common course codes + nomenclature, common grades, common academic calendar.
- Integrations
  - Paycom, Checks-on-demand, NVoice. Finance meeting 6/5 for Qs. Barnes & Noble discovery meeting completed. RAVE scheduled 6/1 w/ integration group.
- Finance
  - Final review of GL & Bank templates in progress.
  - Planning for Summer/Fall configuration work.
  - Common pricing/fee recommendation to presidents.
- Lumens
  - Week 7 of production build. Interim integrations w/ Jenzabar.
- AD
  - Great working session, high-level of participation. Team developed roadmap, are vetting internally. Will update, share roadmap June.
- Web Portal Redesign
  - Sarah Pierce to provide OSC w/ updates.
- Course Eval
  - Project launch meeting scheduled for end of May.
- Payment Processor
  - Last reference call this week. Final scoring meeting TBD, possible second week of June.
- Training & Communications
  - Summer touch points: OSC weekly meeting, weekly functional updates, monthly newsletter, weekly project touchpoints.
  - Monthly Newsletter launch
  - Continue to push through Anthology Academy Training.
June 2023

- **Student**
  - Last week of Student configuration.

- **Integrations**
  - Working to reschedule RAVE to join an integration session.

- **App Rationalization**
  - Incident & Discipline, Housing, Calendaring, Document Management updates.

- **Finance**
  - Foundation & Anthology Finance meeting w/ SM 7/5 to gather GL, bank info.
  - MCCS Finance Deans working on common pricing proposal to present to presidents.

- **Lumens**
  - Continuing work w/ colleges who are live, through interim integration from Lumens to Jenzabar to reduce double-entry for WFD team.

- **AD**
  - Working teams established, building out cadence. Working towards recommendations for decisions (i.e., mailbox migration).

- **Shared Services**
  - Migration planning activities for cutover. All Hands IT staff meeting 7/28.

- **Web Portal Redesign**
  - Complete: College portal demos, Share Team portal build out, guiding principles.
  - In Progress: Resource mapping, open drop-in sessions, resource mapping tracker for updates.

- **Course Eval**
  - Course Evaluation Implementation planning underway, set to launch July 31.

- **Payment Processor**
  - References complete, next step is to pull all data together for scoring.

- **Training & Communications**
  - Monthly Newsletter
- **Student**
  - Few outstanding items.
  - ETL0 has kicked off.
- **Integrations**
  - Building project plans, integrations offsite 8/7 to 8/9.
- **App Rationalization**
  - Incident & Discipline, Housing, Calendaring, Document Management updates.
- **Finance**
  - Finalizing the revised plan, timeline for August and September.
- **Lumens**
- **Reach Marketing, Apply, Succeed**
  - Setting up product demos for September, after add/drop period.
- **AD**
  - Working Teams establishes, building out cadence. Recommendations for decisioning is next.
- **Shared Services**
  - Migration planning activities for cutover.
- **Web Portal Redesign**
  - Form inventory is complete.
  - Draft of project plan available, in process of being reviewed with team.
- **Course Eval**
  - Admin training: 7/26; Go Live week of 8/1.
- **Payment Processor**
  - Evaluation meeting with selection team. Next steps: final scoring, final recommendation to be sent for approval.
- **Calendaring RFP**
  - Initial meeting scheduled when list of participants is finalized.
- **Training & Communications**
  - Anthology Together Conference feedback.
  - Course Eval timeline.
August 2023

- **Student**
  - Registrars, Admissions needed on 8/31, 9/7 meeting to discuss student translation table
  - Common Fees, FY24/25 Common Academic Calendar needed for configuration awaiting results from 8/23 meeting
  - Anthology Student Verification Associate Portal Demo: 9/7 9:30-10:30am for Financial Aid Deans

- **Integrations**
  - Developing project plan and timeline

- **Finance**
  - Finance Configuration to begin September/October timeframe

- **Lumens**
  - Processor work paused to work through ‘back to school’

- **Reach Marketing, Apply, Succeed**
  - Reach Vision, Roadmap Session: 9/19 11:00-12:00pm

- **AD**
  - Working on License Purchasing to provide Anthology Testers with New AD Accounts

- **Shared Services**
  - Back-to-school start. Working on labs imaged, office moves completed. Interviews for several open positions

- **Web Portal Redesign**
  - Planning sessions ongoing with Core Team

- **Course Eval**
  - Developing timeline for 2 remaining colleges going live for fall semester

- **Payment Processor**
  - Final Scoring complete, ready for review by Pam and Ande

- **Calendaring RFP**
  - Initial requirements provided, team identified, scheduling kick off meeting.