Vice President for Information Technology
Status and Activity Report for February 2019

Prepared by Timothy M. Chester, Vice President for Information Technology (VPIT)

1. <u>Items Requiring Action</u>

    *   *Security Tools Available for Protecting Sensitive or Restricted Data:* The University of Georgia is committed to protecting the personal information of its students, faculty and staff. We avoid, if at all possible, the receipt, transmission, or storage of restricted information, such as SSNs and credit card numbers. If handling this information is required for business purposes, the University has tools available to all units. These tools reduce the risks associated with handling such information. The ArchPass two-step login remains our best defense against malware-based computer infections. Mandatory ArchPass two-step logins will be rolled out for all information systems, including OneSource, OneUSG Connect, and Benefits Enrollment. We also recommend the use of the Web Proxy Server, Secure Reports, and Secure Virtual Desktop Infrastructure services for those who regularly access and use information stored in the University's information systems. For more information on these resources, visit http://infosec.uga.edu and click on Tools, or contact Ben Myers by email at bmyers@uga.edu.

    *   *FY19 User verification planning begins:* In preparation for the financial state audit for FY19, EITS will conduct a verification of all user accounts for several systems. This year, those systems will include the mainframe, Banner systems, IDM systems, the UGA Financial Management System, OneUSG Connect and UGAJobs. Users will need to verify the access they have to each system. Supervisors will need to review and decide to approve or deny access for employees under their purview. This is the first year the UGA Financial Management System, UGAJobs and OneUSG Connect will be included in the user verification process. For OneUSG Connect, only absence approvers will need to complete the user verification process. This is the last year users and supervisors will need to verify their access to mainframe systems. User access to the mainframe will be removed on June 30, 2019. In late March, EITS will send a single email with one URL for managers and users to verify access to all systems. Users and managers must complete the verification process by April 30. Users who do not respond will have their access to these systems revoked April 30. For more information about the user verification process, please contact Lynn Wilson at llatimer@uga.edu.

    *   *Account Standards Refresher Training Class to be Offered:* Since 2013, The University System of Georgia (USG) has had standards for user account management of information systems containing restricted or sensitive data. A refresher training on these standards will be held Wednesday, February 27, from 3:30 p.m. to 4:30 p.m. in Pharmacy South, Room 101. If you are a data steward, designee, or are responsible for provisioning and removing employee account access to IT systems, you should attend. If you have questions regarding the Account Standard Training, please contact Lynn Wilson at llatimer@uga.edu.

2. <u>For Your Awareness</u>

    *   *Some UGA Web applications to transition from to CAS2 in Fall 2019:* In Fall 2019, applications using the legacy version of University's Central Authentication Service (CAS) will be required to transition to the updated version, CAS2. CAS2 provides better security, as well as the ability to use two-factor authentication. More information about the

transition and requirements, as well as instructions for transitioning applications, will be provided at a later date. For more information contact Shannon Marable at shannon.marable@uga.edu.

- *DegreeWorks upgrade will require ArchPass:* DegreeWorks will be upgraded to Version 5 this spring. As part of the upgrade, students, faculty and staff logging in to DegreeWorks will use ArchPass, UGA's two-step login solution, powered by Duo. The upgrade and change to the log-in process is tentatively scheduled to be complete by April 2019. More information about the upgrade will be forthcoming, Questions can be directed to Ilir Hasko at ihasko@uga.edu.

- *Systems retiring due to OneSource transition, Mainframe Decommission*: In the coming months, several systems will be retired as their functionality has transitioned to the new OneSource systems. These include Kronos, WebDFS and employee.uga.edu. Data will be archived in the UGA Data Warehouse and will be available upon request. Access to the mainframe will be removed June 30, 2019. OneSource and Mainframe Decommission project teams have worked with major units on campus to assist them in transitioning to the new OneSource Systems. They have also helped to transition impacted departmental systems and have communicated key dates when systems would be changing. For more information, please contact Stacy Boyles at stacy.boyles@uga.edu.

- *New Financial Aid Services Platform launches this year:* The Office of Student Financial Aid is in the process of implementing CampusLogic, a new student financial aid services platform. CampusLogic increases accessibility, enhances data security and privacy, and reduces the risk of regulatory noncompliance. The four components of CampusLogic will be launched in phases in 2019. They include:

  - StudentForms, which will improve and simplify communication between students and parents regarding verification, consent, financial aid forms, and materials supporting their Free Application for Federal Student Aid (FAFSA) application.

  - CampusMetrics, which will track data and usage of the portal to provide insight into how and when students are accessing the information.

  - AwardLetter, which will provide electronic award letters to students, encouraging them to commit early to UGA.

  - ScholarshipUniverse, which will provide streamlined scholarship awarding processes and scholarship management for university staff. Students will also be able to search for institutional and vetted external scholarship opportunities.

  For more information, please contact the Office of Student Financial Aid.

- *Register your UGA website for non-profit status, remove ads:* EITS has completed an agreement with Google to set up a G Suite for Education domain for UGA websites. This enables UGA websites that use Google Custom Search Engines (CSE's) to register for non-profit status, allowing them to remove advertisements from the search results on their websites. All other G Suite for Education services, such as Google Docs, Gmail, Google Calendar, and Google Drive, are not supported at this time. To request registration for your Google Custom Search Engines in order to remove ads, please submit a ticket to the

EITS Help Desk, and request that it be assigned to the EITS Web Team. For more information, please contact Dave Crouch at dave@uga.edu.

- *UGA Financial Business Priority Setting engagement with UGA Stakeholders/BSAG:* With the implementation of the Financial Management System in July 2018, the user community submitted a number of improvement ideas and enhancement requests specific to the system and related processes. These comprised the bulk of the improvements to be prioritized. An initial survey to Business Services Advisory Group (BSAG) members provided an initial prioritization of the requests submitted prior to mid-November 2018. BSAG members were asked to add other business process improvements outside of the Financial Management System. The prioritized results will be passed to the BSAG Committee co-chairs for discovery and evaluation and planning for implementation of improvements by the OneSource team and/or business process owners.

- *Data Warehouse Activities updates coming:*   In March, the UGA Data Warehouse will be upgraded to allow for more reporting capacity. These updates will provide better infrastructure for more data domains to connect to the data warehouse. For more information about the updates, contact Paul Klute at pklute@uga.edu.

- *Policies updated with new spam definition:* The UGA policies on the acceptable use of computers, section 4.18, was updated in early January with a new definition for "spam" messages.   The definition was updated after the University received feedback from the Foundation for Individual Rights in Education. The updated definition is intended to protect individuals' rights in regard to messaging systems, while continuing to allow the University to deal with disruptive spam messages. For questions, please contact Ben Myers (bmyers@uga.edu).

3. OneSource

- *OneUSG Connect Go Live.* The OneUSG Connect HR/Payroll system was live on December 16, 2018. Since go live, the system has processed two bi-weekly payrolls and one monthly payroll for a total of 24,831 paychecks of which 98.6% are direct deposit. Through January 25th, UGA has requested 66 emergency payment requests. Additionally, users have processed over 20,000 absence requests, 2,000 changes to time and absence approvers, and 1,200 requests for position funding changes. Teams are primarily focused on stabilization of payroll processing but have already identified 23 opportunities for system improvement and have engaged the USG governance structure to request those updates for the system. These requests include improvements in time management, absence management, commitment accounting, payroll processing, managed faculty events, manager self-service, and policy related items.

- *OneSource-Budget Development in the UGA Budget Management System:* In April, we will use the new UGA Budget Management System to establish the FY2020 budget. WebDFS will no longer be used for budget development. User acceptance testing on this new functionality occurs through February 8. Training for campus users who are involved with budget development will be delivered between February 15 and March 14 and training materials will be published in the OneSource Training Library: training.onesource.uga.edu. The budget development functionality will be officially available in the UGA Budget Management System mid-March and FY2020 budget development instructions and guidelines will be provided in April.

4. Recent Accomplishments

- *eLearning Commons transitions to cloud platform:* eLearning Commons(eLC) has recently transitioned to the Amazon Web Services (AWS) Cloud platform hosted by D2L. Scheduled downtimes are no longer necessary, and eLC course content is available anywhere and at any time. The cloud enables USG/D2L to easily and instantly scale up to accommodate increasing student populations, usage peaks resulting from large volumes of database queries, or spikes in demand due to beginning and end of the semester activities. AWS also allows for a return to the continuous delivery model of providing software updates which means that we will always be on the most current release of the software. D2L can release smaller batches of fixes and improvements, that are easier to troubleshoot, in a timelier fashion. For more information, contact George Matthews at gmatthew@uga.edu.

5. Technology Tips

- The eduroam wireless network allows you to use your UGA credentials to access wifi on UGA campus and when visiting other eduroam institutions. From July to December 2018, more than 11,000 devices were authenticated on UGA's eduroam wireless network. UGA employees and students used eduroam while visiting 33 countries, including the United Kingdom, the Netherlands, Austria and Italy. UGA employees and students also used eduroam at several U.S. institutions, including Georgia Tech, Emory University and the Smithsonian. Visitors to UGA using eduroam came from more than 40 countries and many universities, including Georgia Tech, Clemson and the University of North Carolina – Chapel Hill. To access eduroam UGA students, faculty, and staff must provide their full credentials with their MyID followed by "@uga.edu." For more information visit the website, https://eits.uga.edu/network_and_phones/wireless/eduroam.

- EITS has a growing presence on social media. This month we launched our new Instagram page, @uga_eits. Other social media accounts include Facebook (uga.eits), Twitter (@uga_eits), and YouTube (EITS Help Desk). These pages are meant to be both playful and informative, offering a fun look at the world through the EITS lens while also providing important updates about university technology services. For questions or content suggestions, please email Leslie Peters, leslie.peters@uga.edu, or Sara Pauff, spauff@uga.edu.

University of Georgia students, faculty, and staff, as well as interested others, may subscribe to this monthly report by sending an email to listserv@listserv.uga.edu with the phrase subscribe vpit-news as the body of the message.