List the major tasks your committee will need to take to accomplish your deliverables. Please provide more details for the tasks leading up to the SACSCOC Prospectus development.

Major Tasks for Committee Tracker from Final Planning Document and Recommendations

<table>
<thead>
<tr>
<th>Task: Inventory applications in use at both institutions</th>
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</thead>
</table>

**Recommendation and/or Action Taken:**
A full inventory of applications in use at both institutions was developed to facilitate discussions with other OWGs regarding the application requirements and timelines to consolidate business processes.

<table>
<thead>
<tr>
<th>Task: Develop business requirements stemming from policy and business process consolidation strategies (i.e., coordinate with Student Enrollment (E), Advancement (F), Media and Marketing (J), Auxiliary Services (N), Business and Finance (O), Human Resources (Q), Student Services (V) committees.)</th>
</tr>
</thead>
</table>

**Recommendation and/or Action Taken:**
Multiple discovery sessions were conducted with 12 other OWGs to discuss how and when their operations would consolidate and define which applications should be used in the consolidated operation.

<table>
<thead>
<tr>
<th>Task: Develop Consolidation Roadmap (i.e., which applications must be consolidated and when)</th>
</tr>
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**Recommendation and/or Action Taken:**
Based on the business requirements referenced above, a roadmap was developed articulating the timeline by which applications must be consolidated (e.g., which ones were needed prior to the March 2016 Big Bang, by July 1 Financials Consolidation, or August 2016 Fall Semester begin).

<table>
<thead>
<tr>
<th>Task: Develop Consolidation Plan (for each applications)</th>
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**Recommendation and/or Action Taken:**

1. **Primary SIS.** We recommend consolidating the primary Student Information System (SIS) to a single solution utilizing the \( A + B = A \) paradigm.

**Explanation of Recommendation:**
We recommend consolidating the primary SIS to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. A single SIS is required to operate many administrative units as a single institution (e.g., Financial Aid). We recommend the A + B = A as each of the other options investigated do not present a viable option for a timely consolidation.

At present, multiple data conversions have been completed in test environments. System testing of the consolidated SIS has commenced and will extend into early 2016 enabling a convergence (i.e., the Big Bang) in March 2016. Students will begin registration for Fall 2016 on the consolidated system at this time.

2. **Student Information Systems (SIS) local modifications.** We recommend a on-going analysis of both institutions’ local modifications and incorporation of those from both institutions which maximize operational efficiency and facilitate the consolidation policy and business processes recommendations from OWG Committees 11, 13, 18, 20, and 31 (i.e., International Programs, RPG, Admissions, Calendar Schedule and Catalog, and Business Operations and Contracts).

   Explanation of Recommendation:
   Both institutions operate a highly modified SIS environment. The process to identify each institutions’ modifications and analyze same for conflicts has been initiated and will continue throughout the consolidation. Many of the modifications are implemented in order to support institutional policy. As policy recommendations (with SIS modification implications) from other OWGs are approved, they will be incorporated into the work plan and implemented to support consolidated operations.

   At present, most of the modifications critical to operations have been incorporated into the above-referenced test environments. There are several which will be incorporated as system testing of the consolidated SIS extends into early 2016 enabling a convergence (i.e., the Big Bang) in March 2016.

3. **Course Scheduling application.** We recommend consolidating the enterprise course scheduling application to a single solution utilizing the A + B = A paradigm.

   Explanation of Recommendation:
   We recommend consolidating the enterprise course scheduling application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. Both institutions currently utilize the same solution. We recommend the A + B = A paradigm as Georgia State is on a most recent and feature-rich version and is currently utilizing the solution for room optimization.

   At present the consolidation for course scheduling applications is scheduled to begin after the initial wave of system consolidations (i.e., March 2016). A consolidated course scheduling applications will be in place in August 2016.
4. **Advisement applications.** We recommend consolidating the advisement applications, including degree audit, to a single solution utilizing the $A + B = A$ paradigm.

Explanation of Recommendation:

We recommend consolidating the advisement applications to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. Perimeter College students will benefit from advisement applications not currently in use at GPC. Both institutions currently utilize the same degree audit solution. We recommend the $A + B = A$ paradigm as Georgia State has exponentially more programs implemented within their degree audit solution.

At present, the Degree Audit (i.e., DegreeWorks) consolidation has been completed in a test environment. System testing has commenced and will extend into early 2016 enabling a convergence (i.e., the *Big Bang*) in March 2016.

5. **Transcript ordering applications.** We recommend consolidating the electronic transcripts application to a single solution utilizing the $A + B = A$ paradigm.

Explanation of Recommendation:

We recommend consolidating the electronic transcripts application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize different solutions. We recommend the $A + B = A$ paradigm consolidating on Georgia State’s solution as GPCs contract is up for renewal and GSU’s solution is the preferred solution of both institution’s registrars.

The consolidated electronic transcripts application (i.e., Parchment) will be available for consolidated operations as a result of the Banner and Identity and Access Management integration scheduled with the first wave of deliverables in March 2016 deliverables (i.e., *Big Bang*).

6. **International student tracking applications.** We recommend consolidating the international student and visa tracking applications to a single solution utilizing the $A + B = A$ paradigm.

Explanation of Recommendation:

We recommend consolidating the international student and visa tracking applications to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize different solutions. GSU implemented a new solution during FY2015 moving away from the solution now in use at GPC. The new solution offers many productivity improvements for staff responsible for tracking international student visa and managing Sevis compliance. We recommend the $A + B = A$ paradigm consolidating on Georgia State’s solution as the preferred
solution of both institution’s department heads for international student services.

The consolidation of international tracking tools is scheduled to commence the first week of February with a target completion of the last week of March 2016.

7. **Textbook adoptions applications.** We recommend consolidating the textbook adoption application to a single solution utilizing the $A + B = B$ paradigm.

Explanation of Recommendation:
We recommend consolidating the textbook adoption application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize different solutions. GSU is utilizing an in-house developed custom solution while GPC is utilizing a newly developed solution from our common bookstore vendor. We recommend the $A + B = B$ paradigm as it represents a more feature-rich solution.

At present, the consolidated textbook adoption solution (i.e., Follet's Discoverer tool) is in a pilot implementation and is scheduled to go live in accordance with the Fall 2016 textbook adoption cycle.

8. **Student conduct adjudication management applications.** We recommend consolidating the student conduct application to a single solution utilizing the $A + B = A$ paradigm.

Explanation of Recommendation:
We recommend consolidating the student conduct management application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. GPC does not presently have a solution while GSU is in the process of migrating to a new solution. We recommend the $A + B = A$ paradigm.

The consolidated conduct adjudication solution will be available for consolidated operations as a result of the Identity and Access Management integration scheduled with the first wave of deliverables in March 2016 deliverables (i.e., *Big Bang*).

9. **Document management applications.** We recommend consolidating the document management application to a single solution utilizing the $A + B = A$ paradigm.

Explanation of Recommendation:
We recommend consolidating the document management application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize the same solution integrated with the primary SIS solution supporting several enrollment management functions. We recommend the $A + B = A$ paradigm following that of the primary SIS
in order to minimize the cost, level of effort, and impact on overall consolidation schedule.

At present, the Banner Document Management consolidation has commenced and is scheduled for delivery on (or near) the first wave of deliverables in March 2016 deliverables (i.e., Big Bang).

10. **Student portal application.** We recommend consolidating the student portal application to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating the student portal application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. GPC does not presently utilize an SIS-integrated portal solution while GSU has recently completed an upgrade to the most recent version. We recommend the A + B = A paradigm as it will provide Perimeter College students access to student dashboard (i.e., key enrollment management data).

The consolidated student portal (i.e., Luminis a.k.a. PAWS) will be available for consolidated operations as a result of the Banner and Identity and Access Management integration scheduled with the first wave of deliverables in March 2016 deliverables (i.e., Big Bang).

11. **Career Services management applications.** We recommend consolidating the career services application to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating the Career Services management application to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. GPC recently contracted with the same vendor GSU implemented during FY2015. We recommend the A + B = A paradigm.

The consolidated conduct adjudication solution will be available for consolidated operations as a result of the Identity and Access Management integration scheduled with the first wave of deliverables in March 2016 deliverables (i.e., Big Bang).

12. **Payment processing applications.** We recommend consolidating the payment processing applications to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating the payment processing applications to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize the same solutions integrated with the primary Student Information System (SIS). We recommend the A + B = A paradigm following that of the primary SIS in order to minimize the cost, level of effort, and impact on overall consolidation schedule.
The payment processing applications (i.e., Touchnet suite) consolidation will commence after the first wave of deliverables (i.e., Big Bang in March 2016) and will be completed in concert with the other financial applications’ consolidation in July 2016.

13. Payroll and Benefits solutions. We recommend consolidating the Payroll and Benefits solutions to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating the Payroll and Benefits solutions to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize the same solutions. We recommend the A + B = A paradigm integrating Perimeter College faculty and staff into the GSU Payroll and Benefits solutions.

Payroll/Benefit applications (i.e., ADP) consolidation has commenced and will be completed in concert with the other financial applications’ consolidation in July 2016.

14. Financials applications. We recommend consolidating Financials applications to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating the Financials applications to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize the same solutions with GSU utilizing additional components for sponsored research. Based on this, we recommend the A + B = A paradigm.

Financial applications (i.e., PeopleSoft and SciQuest a.k.a. PantherMart) consolidation will commence after the first wave of deliverables (i.e., Big Bang in March 2016) and will be completed in concert with the other financial applications’ consolidation in July 2016.

15. Identity & Access Management (IAM) solutions. We recommend consolidating IAM solutions to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating IAM services to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. GSU has a significantly more robust IAM infrastructure contrasted with that of GPC. Many of the applications this committee has recommended be consolidated are provisioned (i.e., users are created and single sign-on enabled) by GSU’s IAM infrastructure. Leveraging GSU’s IAM solutions will greatly simplify and reduce the level of effort associated with these consolidations. Based on this we recommend the A + B = A paradigm for
IAM.

IAM services have been tested with consolidated student and payroll data in a test environment. System testing of the consolidated SIS and IAM has commenced and will extend into early 2016 enabling provisioning of student identities (i.e., GSU identities for GPC students) in concert with the first set of deliverables (i.e., the Big Bang) in March 2016. Employee data conversion has commenced in the Payroll system (ADP) and will be competed in January 2016 enabling provisioning of faculty and staff identities prior to the first set of deliverables (i.e., the Big Bang) in March 2016.

16. Enterprise email. We recommend consolidating enterprise email to a single solution utilizing the A + B = A paradigm.

Explanation of Recommendation:
We recommend consolidating enterprise email to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. Both institutions utilize Microsoft’s email services. We recommend the A + B = A paradigm for email. GSUs Identity and Access Management (IAM) architecture will enable the most cost and schedule effective creation of Office 365 accounts for all Perimeter College students, faculty, and staff.

Consolidated email (i.e., Office 365 accounts) will be provisioned for GPC students, faculty, and staff as a result of the Identity and Access Management integration scheduled with the first wave of deliverables in March 2016 deliverables (i.e., Big Bang). GPC Faculty and Staff Office 365 account conversion will commence in January 2016 and is scheduled for completion in concert with the first wave of deliverables in March 2016 deliverables (i.e., Big Bang).

17. Advancement applications. We recommend consolidating fundraising applications.

Explanation of Recommendation:
We recommend consolidating Advancement applications to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. Both institutions utilize the same vendor for advancement applications. The vendor’s product roadmap presents several alternative at present (i.e., a new major version of the solution). We recommend evaluating the vendor’s alternative solutions in developing the appropriate consolidation strategy.

18. Parking solutions. We recommend consolidating parking solutions to a single solution utilizing the A + B = A paradigm.
Explanation of Recommendation:
We recommend consolidating parking solutions to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. We recommend the $A + B = A$ paradigm at the preference of both Auxiliary Services organizations.

19. Card solutions. We recommend consolidating card solutions utilizing the $A + B = A$ paradigm. Perimeter College students, faculty, and staff will be issued GSU PantherCards. The current card system utilized at GPC will be phased out over time as proprietary hardware (i.e., door locks) are phased out.

Explanation of Recommendation:
We recommend consolidating card solutions to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution. The institutions currently utilize differing card solutions. The two card systems will be integrated and the current card system utilized at GPC will be phased out over time as replacing the proprietary hardware (e.g., door locks) calls for a longer-term consolidation.

At present, integration of GSU and GPC card data has been tested. The existing GSU Blackboard (a.k.a. PantherCard) solution will become the system of record for consolidated operations as a result of the Identity and Access Management integration scheduled with the first wave of deliverables in March 2016 deliverables (i.e., Big Bang). The GPC card solution will be provisioned with identity data enabling the GPC door swipe solution to be phased out over time.

20. Application Support. We recommend consolidating application support organizations and business processes providing uniform support for enterprise applications across all campuses.

Explanation of Recommendation:
We recommend consolidating application support organizations and business processes to maximize operational efficiency, minimize administrative and overhead expenses in support of the strategy of a single administrative body supporting the consolidated institution.

Task: Execute Consolidation Plan

Recommendation and/or Action Taken:
The Banner and Banner integrated application consolidation plans are nearing completion. With the exception of a few applications, plans for applications due to be consolidated during the Big Bang (March 2016) are finalized. High-level plans for the applications to be consolidated in July 2016 are in place.

<table>
<thead>
<tr>
<th>Task:</th>
<th>Develop Support Strategy including Organizational (i.e., People) Strategy and Business Processes</th>
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<tbody>
<tr>
<td><strong>Recommendation and/or Action Taken:</strong></td>
<td>Effective 10/01/2015 GSU and GPC’s IT organizations have merged into a single organization. Operational support processes will remain somewhat bifurcated until the IT Service Management (ITSM) application is consolidated. The current target date for this is May 2015.</td>
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**Other/Final Comments (if any):**

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