

Division of Information Technology Quarterly Report

- Conducted interviews for the Systems Specialist position. Shaun Stancil was hired for the position.
- Participated in a conference call with EdReady to discuss the requirements for single sign-on with MyJSU and the delivery of EdReady test scores.
- Created PL/SQL program to identify undergraduate students that were enrolled in less than 12 hours who are to receive federal aid. This will assist the office of Student Financial Services identify and adjust the student's financial aid budgets accordingly to be in compliance with Federal Student Aid regulations.
- Modified Argos datablock JRS0007 (Scholarship Aid) to add additional fields to reports as requested by Office of Student Financial Services.
- Made modifications to new key tracking system based on requests by Physical Plant. Also corrected other errors related to validation of user input.
- Facilitated training session with Physical Plant staff on usage of new key tracking system that will be utilized to replace existing Best key tracking system.
- Made several modifications to Financial Aid Operational Dashboard. Reworked graphs on FAFSA tab to help with clarity in comparing data. Added additional chart to FAFSA tab to show verification groups of students selected for verification. Made additional minor cosmetic changes to help with clarity.
- Modified Argos datablock JSG0007 (Graduate Students Enrolled). Corrected term GPA field to show an institutional term GPA as requested by College of Graduate Studies.
- Set up new Argos accounts for users and modified existing account permissions for use.
- Published Argos datablocks.
- Completed implementation of directory home addresses for JSU Campus Directory.
- Coordinated testing for 2015 tax updates and 2014 W2 print updates.
- Began testing ACH files and positive pay files with new test server for Regions.
- Ran the edit confirmation process on January 5th, 7th, 9th and 13th for 201520. Ran the void confirmation process on January 14th for 201520.
- Working on PL/SQL script to write old email accounts to the Third Party History tab on the GOATPAD form in Banner. Once the account is recorded as a historical account, the email entry will be removed from the E-mail tab on SPAIDEN. This is in preparation for the Office 365 project. This will allow us to preserve the account history, but make sure these old, inactive accounts do not get created on the new email system.
- Attended Recruiter WebEx on General Prospect Import on January 15th.
- Deleted duplicate pidm's (Person ID Master) from the system and copied data over from one to pidm to the other as necessary, so that all data for the student would be contained under one Student ID. These duplicates are being created through Banner processes that push in new records through Financial Aid, Test Scores, and Admissions. When vital

information is missing (ie Birth Date or SSN) and names are spelled differently, the match process does not always find the student on the system and a new record is created.

- Installed Financial Aid INB and SSB release in the test database.
- Added Spring ECE to the Blackboard scripts and download.
- Turned off Wait Listing for Spring student registration.
- Built a file of all Fall 2014 graduates to be loaded into the Alumni database.
- Changed Banner Web Drop setting to not allow students to drop their last class after registration was over.
- Configured Recruiter in production for Graduate Studies migration from test. Fixed minor issues resulting from the graduate solution import with forms and processes. Create the graduate change of major application in production. Setup banner integration datasources for both graduate application types. Configured graduate security roles in production and created accounts for all Graduate Studies users. Developed workflow to run when a change of major application is submitted. Resolved issue in Print.Master of the web front end masterpages that was causing applicants to receive a server error when attempting to print an application.
- Created Xtender user account AHANVEY at the request of Graduate Studies. Granted Scan/Delete/Index Access to B-S Admin and Scan/Index access to STUDENT-RECORDS.
- Removed the following Xtender user accounts: HIGHTOWER, JSPETTY, and TRBENNETT.
- Created Recruiter account for JSU-WIN\AHANVEY in Test and Production at the request of Graduate Studies. Granted Graduate Admissions Staff security access. Also setup an ExactTarget user account ahanvey@jsu.edu.
- Updated JSA0018 for the Graduate Studies Recruiter project to allow for the reuse of the current undergraduate datablock that provides a printed report for admissions application. Configured new field mapping for the JSU undergraduate application in recruiter to ensure all data is mapped to the master application table. Updated the SQL to use the master application table. Added the Graduate Application report to the datablock and added report level filtering to ensure each application filters on the appropriate academic level.
- Developed new Argos report for datablock JSG001 – Students that Meet Selected Criteria at the request of the Registrar's Office. Report provides student information sorted by major and concentration with Degree, Major, Minor, Program Code, Catalog Year, and Advisor.
- Setup Praxis test codes in Banner for a new Elementary Education Multi Subject test. Added test codes PCMM, PCRL, PCMC, PCSI, and PCSN to STVTESE. Mapped the Praxis test codes 5001, 5002, 5003, 5004, and 5005 to the appropriate Banner test code in order for the tape load process to import the new tests from the Praxis file.

- Setup new Praxis test codes in Banner for a new Family and Consumer Science Praxis test. Added test code PCFC to STVTEC and mapped the Praxis test code 5122 to PCFC in order for the tape load process to import the new test from the Praxis file.
- Created Xtender user accounts LSTHOMAS, BJORDAN3, and JEWOOD at the request of Undergraduate Admissions. Granted Read Only access to STUDENT-RECORDS and B-S Admin.
- Developed Argos Datablock JSA0027 Recruiter Applicants with Supplemental Items Datablock for the Graduate Studies Recruiter project. The datablock allows for a date range to be selected for when an application was exported, when the last item was submitted/received, and how many item are not received. The report provides a listing of all supplemental items information for applications that meet the criteria from both Recruiter and Banner. The report is scripted to run daily and provide a report to Graduate Studies of any application that reached 100% on supplemental items within the last day.
- Developed a new inquiry email workflow for Graduate Studies Recruiter project. Replaced old workflow with one that made better use of programming logic to allow for easier understanding of what the process does and to help with making future changes. Setup email logic for all graduate level academic programs that currently have an email template available. Allow others are mapped to a more generalized template based on the college.
- Met with our new Ellucian Client Partner, Helen Ivory.
- Participated in technical planning call for the Luminis Upgrade project with Ellucian.
- Evaluated the bid response for the new Banner Enterprise Identity Services (BEIS) server. Mainline Information Systems was awarded the bid.
- Restored deleted documents in ApplicationXtender as requested by Graduate Studies.
- Modified Argos datablock JSG0038; added additional report to return first name, last name, and email as requested by Vice President of Information Technology.
- Made additional modifications to Key Management System as requested by Physical Plant.
- Participated in beta test of Ellucian Mobile release 3.8.1. This release will provide additional defect resolutions, and moves android app development to the Android Studio platform. Work to upgrade MyJSU Mobile to Ellucian Mobile 3.8.1 will commence in the coming weeks.
- Modified Argos datablock JSG0033 to return unduplicated student counts as requested by Teacher Services.
- Merged and removed duplicate student records as identified by Admissions Office.
- Completed setup of Financial Aid electronic forms for the 2015-2016 financial aid year. Built background processes to download completed forms, and made modifications to the form rename utility to accommodate new forms for the coming aid year.
- Resolved issues with Crystal Reports viewer on several PCs in Bursar's office.

- Set up test environment with Regions and tested new SFTP platform for transferring ACH & Positive Pay files. Changed over all SFTP connections to the new server in the Bursar's office and in Disbursements on go live date.
- Wrote JPG0010D to list employees by selected department(s) to provide list for Becca Turner for CSR #49061.
- Wrote script to manually update LMP deduction record for an employee so Lori could reactivate deduction.
- Ran W2REPORT test file through AccuWage and sent Denise output of issues.
- Removed freeze data from ACHE freeze tables and altered tables to include new fields defined in the views. Ran freeze again and completed successfully.
- Loaded FormFusion tax templates in TEST & PROD and modified to comply with JSU tax forms.
- Removed student refund records from FAB1099 table and ran FARWHLY for AP. Ran report through Monarch Summary and removed records < \$600. Sent lists to Accounts Payable to review for 1099-Misc forms.
- Research datablock example with fund/orgn security and added variables to my current dashboards that go against ODSPROD. Currently testing accuracy of fund/org security function.
- Modified various Argos reports to comply with user requests.
- Researched issue with 1099 totals not balancing. Discovered a vendor that had 2 separate pidms which was not captured on the FAM1099 report. AP corrected vendor and reran 1099's.
- Printed 1099's on white paper and sent to AP. Once verified, had operations print actual 1099's.
- Backed up typing scores databases onto G:/ drive and combined scores table from both databases into one spreadsheet for HR.
- Deleted 8 freeze events from AR freeze tables with list provided by Marilyn.
- The Graduate Studies Office went live on Recruiter the week of January 26th. Worked to help resolve issues that arose with the system - modified PL/SQL package that BRIM calls after applications are pushed from Recruiter to Banner to address some additional requirements that were discovered after go-live.
- Wrote PL/SQL program to write old email accounts to the Third Party History tab on the GOATPAD form in Banner. Once the account is recorded as a historical account, the email entry will be removed from the E-mail tab on SPAIDEN. This is in preparation for the Office 365 project. This will allow us to preserve the account history, but make sure these old, inactive accounts do not get created on the new email system. The script is written and has been tested in the TES8 database.
- This is the initial breakdown of what needs to take place to prepare for the Office 365 Project:

1. The student email addresses need to be changed in the Banner database in the GOREMAL table. They will have a new domain - @stu.jsu.edu and a new email type – JE.
 2. Any employees that are also active students will have a second email address inserted into the GOREMAL table with the new JE type.
 3. All reports and scripts will need to be reviewed to see if they are using the external ID and appending the '@jsu.edu' to generate the email address or if we have hard-coded the 'JS' email type in the criteria.
 - a. A new function has been created in TES8 to return one email address – if they have an employee and student email. Employee email will be first priority and student email will be second priority. Function is under BANINST1 as f_jsu_get_email.
 4. The EMAILGEN and EMAILPREF scripts will have to be completely re-written to handle the different domains.
 5. Several new programs will need to be written to provide data extracts to create email accounts in Office 365 and extracts that will allow the flag to be set properly to enable the downloading of Office. The download option will only be available to currently enrolled students.
- Deleted duplicate pidm's (Person ID Master) from the system and copied data over from one to pidm to the other as necessary, so that all data for the student would be contained under one Student ID. These duplicates are being created through Banner processes that push in new records through Financial Aid, Test Scores, and Admissions. When vital information is missing (ie Birth Date or SSN) and names are spelled differently, the match process does not always find the student on the system and a new record is created.
 - Installed Financial Aid INB and SSB release 8.22 in the production database.
 - Installed two Financial Aid Patches in the test and production databases.
 - Installed General 8.7.1, General Web 8.7.1 Student 8.7, Student SSB 8.7 and Facility and Advisor SSB 8.7 releases in the test database.
 - Created a new oracle database named LUMINIS5 on the test database server to be used with the new install of the new version of Luminis.
 - Added new scripts to the GradesFirst download to pull all currently tagged veterans in the Banner system and what type of veteran they are classified. This will be used for a grant.
 - Rewrote Gradesfirst script that pulls class dates and times. Gradesfirst can not accept courses with more than one meeting times on different rows in a table. This data is now set to one line in the download.
 - Added Summer and Fall 2015 course data to the Blackboard download.
 - Completed modifications to Banner Student SSB packages to allow students to access Schedule Planner while student registration is not open.

- Reconciled Student Accounts Receivable to the General Ledger and reviewed Financial Month-End Processing for financial period ending November 30, 2014.
- Revised Accounts Receivable Third Party Billing to provide Student Level, Residency, and GPA information as requested by the Alabama State Veterans Affairs.
- Wrote Argos Accounts Receivable Report JST0123F – Third Party Account Details, which provides Student Accounts Receivable transaction details for a specific Third Party Account, with totals by Academic Period to be used for the billing of third party providers. This Argos DataBlock uses data extracted from the Banner Operational Data Store (ODS) Accounts Receivable Monthly Freeze in order to balance with the General Ledger. Output is available in either QuickView Online Form, formatted banded report, or CSV extract which may be converted to Excel Spreadsheet.
- Worked with ODS Administrator to review and delete ODS Monthly Accounts Receivable Freeze Events.
- Implemented Fund/Org Security Procedures for Banner Finance Production tables, and provided functionality for use in Human Resources Argos Dashboards.
- Transferred Internet Telecommunications Use Charges for Students in Housing from the Housing Accounts into the Telephone Center Revenue Account for Spring Term 2015.
- Provided support to Controllers and Internal Audit in resolving differences found in the Transparency and Accountability Data published on the Web caused by the implementation from ODS8 to ODSPROD.
- Provided support to Bursar on questions regarding how multiple summer terms apply to student records billed to Third Party Providers.
- Updated JSH0034 to allow for a CRN to be entered as a parameter for the Final Grades by Course Report at the request of Institutional Research.
- Setup GRE Analytical Writing non revised test code (GR05) integration in Recruiter at the request of Graduate Studies. Added new fields to the Recruiter form to show test code that is related to the test name. Added GR05 subtest type in recruiter and update dialog workflow logic to ask for new test code and create subtest entries. Added GR05 to banner crosswalk table SRARITC .
- Updated Form 2 of Argos datablock JSA0025 to include parameters to select based on decision made or no decision made when extracting those admitted with outstanding checklist items at the request of Undergraduate Admissions. Also added filtering for decision type when decision made is selected and updated extract report to include PE email.
- Overhauled PLSQL package for Recruiter Custom Fields. Created a main procedure to be called by BRIM. Moved the cursor for selecting custom fields to the specification in order for it to be public to all procedures. Put student type update for Graduate Change of Major application and Residency Code logic into their own separate procedures for them to be called from the main procedure. Updated Residency code Procedure by to properly set International Out of State. Added International Out of State to the recruiter validation

list for residency code and added logic to the residency work flow to correctly set residency when International.

- Addressed issue with parent addresses populating on every prospect/applicant in recruiter and being pushed to banner. Setup process to perform a bulk update on all prospect records in recruiter to remove parent addresses if they have not currently started or completed an undergraduate application. Set the proper form parameters in the managed contact forms and application forms to make parent address default to null unless the applicant selects that their parent's address is the same as their permanent address or actually provides a parent's address.
- Wrote PLSQL procedure in Recruiter Custom Package to remove any parent address that were imported into spraddr during the import and restoring previous address if any to their original state when the application was from a Graduate Application. This will solve the problem parent address being pushed in for a previous UG applicant that has a parent address set in Recruiter, but is now applying for Graduate Studies
- Added decision and application status to the Recruiter web front end. Created a workflow to set app status based on the activity dates of the primary application as well as updating the decision field when a decision is assign. Added custom css to profile page for styling of the new section.
- Wrote script to determine the number of courses that were active and had enrollment in 201510 and 201520 at the request of the Registrar's Office.
- Wrote new PLSQL procedure for the Recruiter Custom Package to create Checklist Items for Graduate International Applications. Because Recruiter does not push in residency, the TOFL and ISFS do not get created by Banner. Script evaluates the custom residency value and if International inserts the proper checklist items into sarchkl.
- Added JavaScript function to Graduate and Undergraduate Recruiter web frontends to add automatic formatting for Name fields on the application. If a name is entered in all Caps or all Lower case the script will adjust to first letter capital and lower for the remainder. A mixed case will entry will ensure the first letter is capital but not adjust the case for the remaining characters.
- Wrote JavaScript procedure to provide custom login error handling on Graduate and Undergraduate Recruiter Web Frontends. Script uses a set cookie to count the number of invalid password attempts. Starting on the second failed attempt, a forgot password button is prominently displayed to allow for password reset. On the fourth failed attempt a dialog will warn that an additional failed attempt will result in the account being locked and the error on the page gives instruction to use the forgot password option or contact the appropriate admissions office with phone number. When the account is locked it removes the generic message and informs that the account is locked and that they must contact the appropriate admissions office for help.
- Wrote new PLSQL procedure for the Recruiter Customer Package to create missing Checklist Items for Undergraduate FTF applications. Because the TSTS and TSTI

checklist was based on residency as well as student type these items were not being created by banner. Main script calls the procedure when student type is F and evaluates residency to determine whether TSTS or TSTI should be created and create the checklist item in sarchkl.

- Worked with TouchNet support to resolve TLS / SSL issues due to the POODLE vulnerability updates that were made on the server TouchNet web server.
- Patched and updated the Eprint server.
- Created new Physical Plant directory under the HR directory in Argos and setup permissions accordingly. Also, created a new Argos Security group to be used to assign these permissions.
- Setup a test instance of Ellucian's BEIS system.
- Installed 2 new Brocade 6450 switches to be used as "top of the rack" switches for the VM server rack.
- Connected the 4 VM host servers to the new top of the rack switches and then reconfigured each server to be able to use the new trunk ports. This will greatly reduce the amount of cabling that we'll have to do in the future.
- Removed approximately 50 – 75 copper cables from under the Operations floor and disconnected them from the core switch.
- Installed the latest Banner FM Calculator in both TEST and Production.
- Added additional memory to Recruiter Admin Application server to resolve several issues that we were having with Recruiter.
- Modified the Argos datablock that is used to export Recruiter application payments to include doctoral applications.
- Rewrote the Banner job zjrbooks that is used to extract course and instructor information from Banner and then upload the file to Barnes and Noble's system. This was because they wanted the file in csv format and they wanted additional columns added.
- Updated the Clean Address database tables for TEST and Production.
- Working with EDReady to develop a single sign on solution for JSU students.
- The Telephone Center is continuing to work with OnePath Solutions on the Housing fiber expansion. OnePath is also installing fiber and copper to the new house that JSU purchased beside Waffle House once the Wesley Foundation grants permission to cross their property. Sam Monk is working on this. Due to the addition of the new house, the project has been slowed somewhat.
- The new wifi equipment arrived in December. We plan to configure and test in January and February and begin installation in March. We purchased two new controllers, additional license and 750 access points so it will be a large and involved project. This equipment was purchased from grant funds and by JSU Housing.
- In support of the above equipment, two new CPU's for the JSU Core switch have been purchased. These will be installed in January. This will provide additional capabilities and some redundancy.

- Also, we have purchased 20 additional power over ethernet switches to support the new access points. These will also be installed this spring and summer.
- The recently purchased firewall upgrade (ASA5585-X-SSP-20) and security appliance/IDS was put into production. Currently the security appliance/IDS is running in 'monitor only' mode. It will be placed in 'active' mode once we feel comfortable with managing and determine that its behavior will not be too disruptive.
- ACNS provided 68 quotes during the month of February for computer, mobile devices, peripherals, and other devices.
- Several of the Division of Information Technology staff members assisted as judges in the Northeast Alabama Technology Fair on campus.
- The campus router code was updated in response to the return of issues regarding NAT translations and the reduced speed of our Internet connection.
- Initiated project roll out for Fall implementation of iPads
- Met with Physical Plant and IT staff members about plans for building out a secondary IT Help Desk to support iPad initiative.
- Completed redesign of Self Hall computer training facility to be used for training and professional development.
- Worked with JSU CORE team on planning and set up for March workshop and June Summer Academy.
- Created a file for AVP of Enrollment Management to provide HEDS sexual assault survey to students.
- Added additional links in website footer and created a Consumer Information Page as well as updated SACSCOC information.
- Created the agenda for the Calhoun County Chamber of Commerce LCC and YLCC visit to campus and coordinated the events for both days.
- Worked with IT staff on evaluation of Mobile Device Management systems in anticipation of use for iPad deployment.
- Attended AASCU Academic Affairs Winter meeting to present to regional institutions serving as part of the CORE i3 study.