

**UNIVERSITY OF
WISCONSIN
SYSTEM ADMINISTRATION**

**1997
INFORMATION
TECHNOLOGY PLAN**

UW SYSTEM ADMINISTRATION INFORMATION TECHNOLOGY PLAN

TABLE OF CONTENTS

Page

- 3 Executive Overview
- 5 Introduction
- 6 UWSA Strategic Themes
- 7 The Planning Environment
- 9 Information Technology Principles
- 10 UW System Administration Technology Vision
- 11 IT Strategic Direction, Goals, Projects

APPENDIX

- 20 1995 UWSA Strategic IT Plan Project Status
- 24 UWSA Strategies, Standards, Guidelines for IT
- 25 Year 2000 Project Plan
- 27 UWSA Five Year Capital Equipment Spending Plan

EXECUTIVE OVERVIEW

The University of Wisconsin System Administration, in partnership with system institutions, the Board of Regents, and state government, leads, plans, coordinates, evaluates, facilitates, and communicates the benefits of public higher education to further the interests of the people of Wisconsin and the greater society. Fulfilling this mission involves System Administration in a variety of activities, many of which are dependent to some extent on the use of data that are electronically gathered, analyzed, and produced for presentation, and in the use of technology as a vital tool for analysis and communication.

This plan is our third plan. We have implemented fifteen (15) projects from previous plans. This plan represents our continued effort to implement System Administration strategies through Information Technology (IT). It is also a tool to help manage IT solutions in support of System Administration business needs.

UW SYSTEM ADMINISTRATION TECHNOLOGY VISION

The University of Wisconsin System Administration *takes advantage of the opportunities information technology presents to:*

- improve communication among System Administration staff and its constituents
- encourage close collaboration among System Administration staff
- facilitate decision making
- coordinate policy planning
- manage resources
- further our partnerships with the Department of Administration and other state agencies and organizations

INFORMATION TECHNOLOGY STRATEGIC DIRECTIONS

IT Strategic Direction #1

System Administration will continue to provide the technology tools and network infrastructure that will help staff perform to its fullest capability the administrative functions essential to the job.

IT Strategic Direction #2

System Administration will continue to upgrade existing applications, evaluate platform locations for applications, and develop new applications to meet emerging staff needs, (e.g., collaboration, document sharing, and workflow.).

IT Strategic Direction #3

Data held by System Administration will be made available to all authorized staff in a central location as a warehouse.

IT Strategic Direction #4:

As technology changes, System Administration's IT organization will continue to preserve and enhance its user support services.

IT Strategic Direction #5:

As technology changes, System Administration's Information Technology organization will continue to evolve by incorporating appropriate staffing structures, policies, standards and guidelines.

IT Projects

There are nine (9) new projects proposed in this plan. They are:

- Server Upgrade Project
- Year 2000 Implementation
- Public Relations Data
- Market Research Data Coordination
- Training Project
- Staff Research Support Project
- User Support Services
- Critical Business Processes Disaster Recovery
- World Wide Web Coordination

There are fourteen (14) continuing projects from previous plans. They are:

- Desktop Computer Replacement Project
- Network Component Replacement Project
- Desktop Computer Improvement Project
- Program Management Information System Project
- OPAR Data and Application Integration Project
- Transfer Information System Project
- Document Management Project
- Desktop Computer Applications Project
- Data Model Project
- Data Dictionary Project
- Data Warehouse Project
- Data Management Project
- IT Planning and Budget Development Link Project
- Security Project

INTRODUCTION

The University of Wisconsin System Administration, in partnership with system institutions, the Board of Regents, and state government, leads, plans, coordinates, evaluates, facilitates, and communicates the benefits of public higher education to further the interests of the people of Wisconsin and the greater society. Fulfilling this mission involves System Administration in a variety of activities, many of which are dependent to some extent on the use of data that are electronically gathered, analyzed, and produced for presentation, and in the use of technology as a vital tool for analysis and communication.

Our mission was further renewed in the Board of Regents “A Study of the UW System in the 21st Century”, which included what a definition of UW System Administration should contain.

System Administration views information technology (IT) as an essential part of its infrastructure, without which it could not function effectively. IT has taken on greater importance because System Administration is limited in personnel and resources. Each staff member is critical to its success and relies on appropriate computing and technology for maximum performance. System Administration’s need for continuous improvement will intensify during this decade of anticipated fiscal constraints and will require System Administration to become even more responsive and productive to meet the needs of internal and external customers.

This plan is our third plan. We have implemented fifteen (15) projects from previous plans. This plan represents our continued effort to implement System Administration goals through Information Technology. It is also a tool to help manage IT solutions in support of System Administration business needs.

This is a Strategic Information Technology Plan. Strategic Planning is the process of describing the future that “should be” given current challenges and trends. The result of Strategic Planning is a flexible guide or blueprint for making decisions on the acquisition, allocation, and reallocation of resources required to achieve the goals and mandates of System Administration. It is visionary and often exceeds what is realistic. It describes what should be done, not what necessarily can be done given current constraints.

The plan is dynamic. The increasing rate of change in technology guarantees that the plan will not remain static over time. The plan is intended to provide a direction for IT in System Administration which remains flexible enough to incorporate changing technology while being specific enough to provide benefits in the short term.

UWSA STRATEGIC THEMES

The University of Wisconsin System Administration has several input sources that govern its overall strategic plan. One source is the Board of Regents "A Study of the UW System in the 21st Century", which included what a definition of UW System Administration should contain. Another source consisted of interviews with the UW System Administration Vice Presidents.

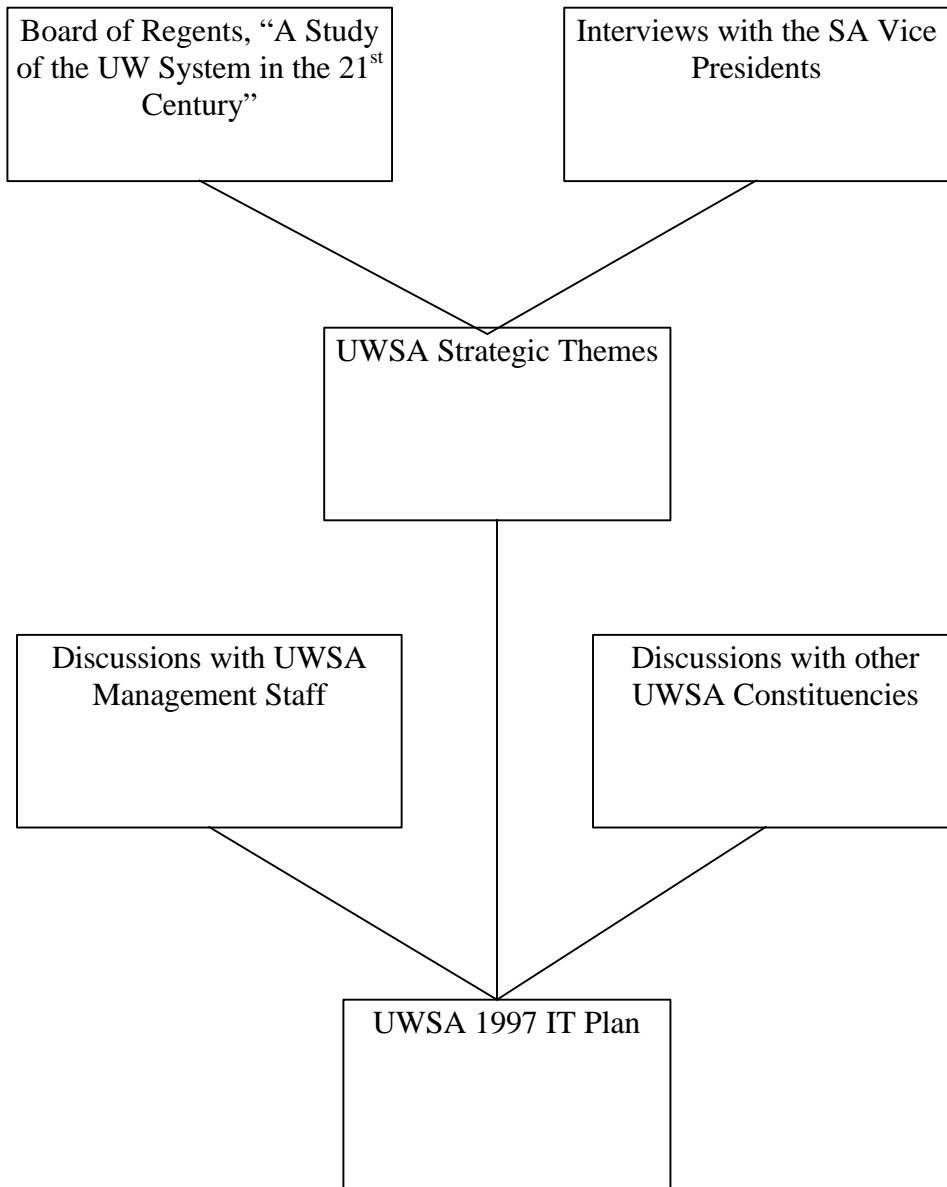
Our overall strategies are:

- Communication - getting information to the right people at the right time (I)
- Training - using and integrating technology into everyday work life (II)
- Coordination - facilitating UW System efforts in policy development and planning and decision-making (III)
- Information - managing our information in effective ways (IV)
 - Dissemination - how information is transmitted to others
 - Organization - how information is stored and used
 - Access - how others locate and use our information
 - Ownership - who controls our information
- Competition - looking outward for revenue opportunities and understanding the market demands of education (V)
 - For state resources
 - From other higher education providers

The roman numerals next to each strategic theme are used to link an IT Strategic Direction (defined later in this document) back to a strategic theme.

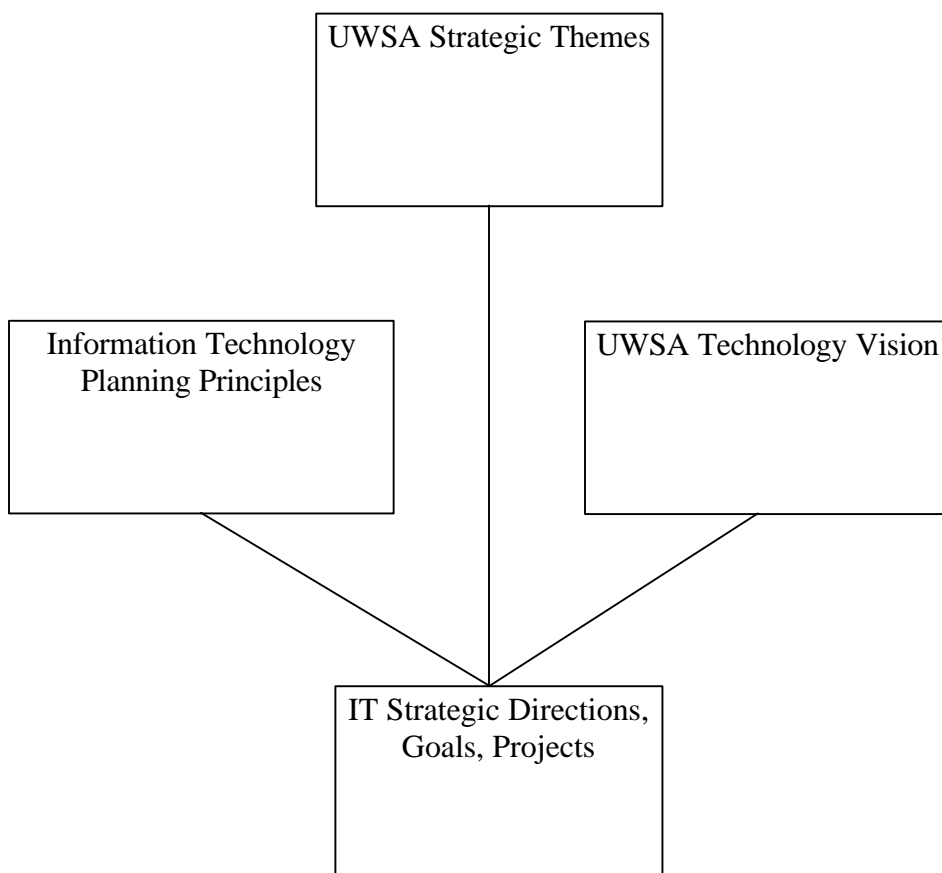
THE PLANNING ENVIRONMENT

The below diagram shows how the UWSA 1997 IT Plan was developed.



THE PLANNING ENVIRONMENT

The below diagram shows how UWSA IT Strategic Directions, goals, and projects were developed.



INFORMATION TECHNOLOGY PRINCIPLES

The University of Wisconsin System Administration has a substantial and growing investment in information technology. Wise management of this investment is critical to meeting System Administration's business needs. Guiding this management are underlying principles that provide a framework for policy decisions.

Principles

- System Administration treats information and technology as strategic resources, supporting and safeguarding them as critical assets.
- System Administration has a common understanding of what constitutes ethical use of IT and is a role model for the appropriate use of IT.
- System Administration links its IT budget to its IT plan.
- System Administration staff associated with IT are competent and knowledgeable about current practices, methods, and technology. Staff are provided appropriate equipment and training to effect maximum productivity and quality. Equipment and training selection is approached on the basis of maximizing System Administration's return on investment.
- System Administration has a clear delineation of roles and responsibilities in regard to data. This includes the access, use, acquisition, and validation of data.
 - Users are responsible for ensuring the appropriate use of data.
 - Data custodians are responsible for ensuring appropriate access to data.
- System Administration staff communicate transparently across application, platforms, and geographical locations.
- Where appropriate, System Administration applications have a common presentation format and are portable from platform to platform. System Administration applications are supported by pertinent design methods and tools, and a robust technical infrastructure.

UW SYSTEM ADMINISTRATION TECHNOLOGY VISION

The University of Wisconsin System Administration *takes advantage of the opportunities information technology presents to:*

- improve communication among System Administration staff and its constituents
- encourage close collaboration among System Administration staff
- facilitate decision making
- coordinate policy planning
- manage resources
- further our partnerships with the Department of Administration and other state agencies and organizations

IT STRATEGIC DIRECTIONS, GOALS, AND PROJECTS

IT Strategic Direction #1

System Administration will continue to provide the technology tools and network infrastructure that will help staff perform to its fullest capability the administrative functions essential to the job. (Relates to strategic themes I, III, IV.)

Over the next five years, we will have realized the following goals:

- Have, following emerging industry standards, System Administration desktop computers able to support multimedia and video conferencing.
- Have, following emerging industry standards, a network infrastructure that supports bandwidth on demand.
- Enabled System Administration staff to communicate transparently among applications and data bases which reside on platforms in different geographic locations.
- Developed a technology infrastructure to provide full capabilities to support internet applications.
- Enhanced System Administration staff's collaboration activities using more sophisticated hardware platforms and software tools.

To achieve our goals:

We will undertake or continue the following efforts during the next five year period:

Desktop Computer Replacement Project [FY97 - . . .] . . .

will result in a constant renewal process of desktop computers as System Administration staff needs change and as new technology emerges and becomes standard. This will provide a 3 to 5 year turnaround of all System Administration staff desktop computers.

Network Component Replacement Project [FY97 - . . .] . . .

will result in replacement or upgrade of the System Administration network infrastructure components and sections (hubs, connections, switches, fiber wiring, etc.) to maintain a state of the art high performance network.

Desktop Computer Improvement Project [FY95 - . . .] . . .

will have phases or mini-projects that may include, for example, adopting desktop video conferencing as it becomes affordable, upgrading the desktop operating system as new ones become available and reliable, introducing client software to the desktop, providing CD-ROM facilities, and installing FAX facilities on the desktop computers.

Server Upgrade Project [FY98 - ...] ...

will result in increased capacity of System Administration servers to maintain state of the art server performance and enhance World Wide Web, data warehouse usage and access, and collaboration activities.

IT Strategic Direction #2

System Administration will continue to upgrade existing applications, evaluate platform locations for applications, and develop new applications to meet emerging staff needs, (e.g., collaboration, document sharing, and workflow.) (Relates to strategic themes I, III.)

Over the next five years, we will have realized the following goals:

- Enabled System Administration staff to store, access, locate, and image documents.
- Enabled System Administration staff by providing easy, quick generation of simple desktop applications using standards, tools, methods, and data structures supported by OIS.
- Completed systemwide applications as the Transfer Information System.
- Reduced the Office of Policy Analysis and Research's dependence upon mainframe computers.

To achieve our goals:

We will undertake or continue the following efforts during the next five year period:

Program Management Information System Project [FY95 - FY98] . . .

will result in reengineering this system to be the Instructional Analysis Information System which will run on System Administration's RS/6000 UNIX server.

OPAR Data and Application Integration Project [FY96 - FY00] . . .

will result in reengineering the remaining OPAR mainframe application systems to run on System Administration servers. Four systems, Financial Aids, Graduation Rate Survey, Student Statistics, and Minority Student Statistics, will be analyzed and documented before actual implementation takes place.

Transfer Information System Project [FY88 - FY99] . . .

will result in a comprehensive means of organizing and distributing institutionally defined information that can be used to enhance and facilitate the transfer process. It will provide students and staff with accurate, current, and accessible information to assist students with decisions that will enable them to transfer into and among UW System institutions and complete their degree programs without unnecessary delay. Three phases of this project are complete and the fourth phase is underway.

Document Management Project [FY98 - FY03] . . .

will result in improved access to needed documents and reduce the likelihood of "lost" documents. The project will increase overall awareness of System Administration form and document usage, and improve cooperation within System Administration by facilitating document sharing among staff.

Desktop Computer Applications Project [FY94 - . . .] . . .

will result in enabling System Administration staff in the performance of their work by continuing to provide tools to build applications. Staff may build their own applications or have OIS staff build applications for them.

Year 2000 Implementation [FY97 - FY99] . . .

will result in System Administration applications, data bases, and hardware being Year 2000 compliant.

IT Strategic Direction #3

Data held by System Administration will be made available to all authorized staff in a central location as a warehouse. (Relates to strategic themes I, III, IV, V.)

Over the next five years, we will have realized the following goals:

- Developed the plan or “model” of how the data should be organized to support the System Administration business requirements (Ideal Data Model).
- Built and managed the data structures according to the plan or “model” (Corporate Data Model).
- Provided data definitions for currently existing System Administration data and facilitated access to both the data and the definitions.
- Identified the stewards of System Administration data and have defined their responsibilities as the data stewards.
- Extracted data from the source using official System Administration policies and procedures.
- Access to data is safeguarded and appropriate usage assured.

To achieve our goals:

We will undertake or continue the following efforts during the next five year period:

Data Model Project [FY93 - FY99] . . .

will result in a System Administration Ideal Data Model and Corporate Data Model. These results will also satisfy the requirements of the Agency Enterprise Data Model Project(s) defined in the State of Wisconsin IT Plan.

Data Dictionary Project [FY96 - FY99] . . .

will result in access to a data element’s definition, location, steward, and time of dictionary update. This information will reside on our Web pages and will be available to other institutions, state agencies and the public.

Data Warehouse Project [FY94 - . . .] . . .

will result in a warehouse of data identified as needed by System Administration staff to use in the performance of their jobs. This data will exist at various levels as needed by different users: highly summarized, lightly summarized, and detailed. Standard Windows capable tools will be available to System Administration staff to access the warehouse data. This project will be phased dependent upon the data selected for inclusion in the data warehouse.

Data Management Project [FY95 - . . .] . . .

will result in policies on data extraction from source data bases and procedures in support of the policies. It will also result in identification of data stewards of System Administration data, and detail

their responsibilities as data stewards. These responsibilities include developing policies and procedures on data collection, data accuracy, data maintenance, data security and data privacy. As the sources change how they store and maintain data, so our policies and procedures will also change.

Public Relations Data [FY98 - FY01] . . .

will result in a Legislative District data base which will allow System Administration staff to inquire about university related activities, students attending, number of alumni, and other information that can be used for public relations connected to a Legislative District.

Market Research Data Coordination [FY98 - FY00] . . .

will result in a centralized and distributed data base of market research information which will assist UW System in executive decision-making and policy management. It will also service individual institutions and consortia of institutions looking at specific market niches or enrollment dilemmas.

IT Strategic Direction #4:

As technology changes, System Administration's IT organization will continue to preserve and enhance its user support services. (Relates to strategic themes II, III.)

Over the next five years, we will have realized the following goals:

- Continued to train System Administration staff on OIS supported IT applications as the staff's talents, expertise, and needs have evolved.
- Continued to support System Administration staff with their technology concerns and problems.
- Provided System Administration staff extensive user support services.

To achieve our goals:

We will undertake or continue the following efforts during the next five year period:

Training Project [FY98 - . . .] . . .

will result in a structure to provide training for OIS supported software to System Administration staff on a timely basis. The structure will include methods to satisfy just-in-time training, house calls, and other models. It will also include methods of working cooperatively with other System Administration staff in identifying possible outsourcing options related to unsupported software .

Staff Research Support Project [FY98 - . . .] . . .

will result in a structure to identify and understand System Administration staff's future technical support needs. The structure will define how OIS staff will support the future development, collaboration, data and process sharing requirements of System Administration staff.

User Support Services [FY97 - . . .] . . .

will result in continuing to preserve the support services currently provided to System Administration staff. These services include Help Desk, upgrades, installs, adjustments, etc. that are needed to keep System Administration staff fully enabled.

IT Strategic Direction #5:

As technology changes, System Administration's Information Technology organization will continue to evolve by incorporating appropriate staffing structures, policies, standards and guidelines. (Relates to strategic themes I, III.)

Over the next five years, we will have realized the following goals:

- Coordinated the IT planning process with the budget development process, recognizing and accepting that there are costs to maintain the IT infrastructure at an adequate level.
- Established ethics policies and procedures so that System Administration is a role model for the appropriate use of IT.
- Continued to utilize the User Technical Advisory Group to recommend adoption of standards and guidelines, to serve as a forum for System Administration technical IT issues, and to serve as a sounding board on IT policy issues specific to System Administration as a unit.
- Continued to serve System Administration IT operating needs by meeting periodically with System Administration department heads; evolved OIS staffing structures to meet these needs.

To achieve our goals:

We will undertake or continue the following efforts during the next five year period:

IT Planning and Budget Development Link Project [FY95 - . . .] . . .

will result in IT planning for System Administration occurring before the budget development process begins. This will assist in the biennial budget preparation for System Administration IT projects. On a yearly basis, it will be one of the foundations upon which the OIS budget is built.

Security Project [FY95 - . . .] . . .

will result in guidelines for the proper use of data, changes to systems and data, and a comprehensive security system which will encompass all System Administration platforms. This will include investigation and implementation of backup, system file server resources, and security products to reduce data tampering, malicious misuse, prying eyes, and natural disasters.

Critical Business Processes Disaster Recovery [FY98 - FY00] . . .

will result in the identification of the most critical System Administration business functions which depend on an adequate and reliable IT infrastructure. Each of the identified critical business functions will also have interim restoration solutions in the advent of a disaster.

World Wide Web Coordination [FY98 - FY99] . . .

will result in guidelines delineating departmental responsibilities over content, University Relations responsibilities on using the World Wide Web for publishing, and OIS responsibilities in delivery of the infrastructure.

APPENDIX

1995 UWSA Strategic IT Plan Completed Projects

Project	Deliverable	Stakeholders	Status
Desktop Computer Upgrade	All System Administration Staff have standard Windows desktop computer	UW System Administration Staff	Completed
Human Resources Information System (HRIS)	Warehouse of Human Resources Data needed by UWSA staff to use in the performance of their business	UW System Administration Staff, UW System Staff, State of Wisconsin Department of Employee Relations	Completed Ongoing Maintenance
Student CDR	A modern client-server based Student Central Data Request System that will function as input to the decision support Data Warehouse in the new UWSA Information systems architecture	UW System Administration Staff, UW System Staff	Completed Ongoing Maintenance
Curricular CDR	A modern client-server based Curricular Central Data Request System that will function as input to the decision support Data Warehouse in the new UWSA Information systems architecture	UW System Administration Staff, UW System Staff	Completed Ongoing Maintenance
Financial Aid CDR	A modern client-server based Financial Aid Central Data Request System that will function as input to the decision support Data Warehouse in the new UWSA Information systems architecture	UW System Administration Staff, UW System Staff	Completed Ongoing Maintenance
Fixed Assets	Re-engineer the on-line Capital Inventory System	UWSA Financial Administration, UWSA Office of Safety and Loss Prevention	Completed Ongoing Maintenance
ELFS System	A modern client-server based Employee Life Fund System that will be integrated into the new UWSA Information systems architecture	UWSA Office of Payroll Policy and Staff Benefits, Enrolled UW System Staff	Completed Ongoing Maintenance
Data Warehouse	A warehouse of easily accessible data needed by UWSA staff to facilitate their business functions	UW System Administration Staff, UW System Staff, State Agency Staff	Completed Continual Expansion
Financial Management Information System (FMIS)	On-line access to systemwide financial information to assist in meeting internal and external reporting requirements	UW System Administration Staff, UW System Staff, State Agency Staff	Completed Ongoing Software Upgrade and Support
Desktop Computer Improvement	MicroSoft Office on all Desktop Computers	UW System Administration Staff	Completed
OPAR Data and Application Integration	Re-engineer Unclassified Analysis Reports	UW System Administration Staff, UW System Staff	Completed
Desktop Computer Replacement	Systematic Plan for the Renewal/Replacement of System Administration Staff Desktop Computers every 3-5 Years	UW System Administration Staff	Ongoing

1995 UWSA Strategic IT Plan Projects Scheduled for Completion in Fiscal Year 1997

Project	Deliverable	Stakeholders	Status
Desktop Computer Improvement	Windows 95 on all Desktop Computers	UW System Administration Staff	In Progress
Facility CDR/Insurance System	Re-engineer on-line Facility and Insurance System	UW System Administration Staff, UW System Staff, State of Wisconsin Department of Administration	Scheduled completion 1/1/97
Desktop Computer Applications	Prepare data set for TIAA to run MEA calculations	UW System Administration Staff, Enrolled UW System Staff	Scheduled completion 3/1/97
Transfer Information System (TIS)	Complete Phase 3 (Academic Courses and Programs)	UWSA Office of Academic Affairs, UW System Registrars, UW System Admissions Offices, UW System Advisors, Students	Scheduled completion 1/1/97
Transfer Information System (TIS)	Change Phase 2 (Institutional Information) from a Gopher application to a WWW application	UWSA Office of Academic Affairs, UW System Registrars, UW System Admissions Offices, UW System Advisors, Students	Scheduled completion 1/1/97

1995 UWSA Strategic IT Plan Projects Scheduled for Completion by Fiscal Year 2000

Project	Deliverable	Stakeholders	Status
Data Model	Ideal and Corporate models specifying how UWSA data is organized in support of UWSA business rules and requirements	UW System Administration Staff	In progress
Data Dictionary	Dictionary of definitions of UWSA data (elements, calculations, algorithms, transformations; identification of data stewards and location of data), Public access to the Dictionary	UW System Administration Staff, UW System Staff	In progress
Data Management	Policies and Procedures supporting consistent, accurate, and secure UWSA data	UW System Administration Staff	Not Started
Transfer Information System (TIS)	Develop Phase 4 (Degree Progress Review)	UWSA Office of Academic Affairs, UW System Registrars, UW System Admissions Offices, UW System Advisors, Students	Study Group Formed and Charged by David J. Ward
Program Management Information System (PMIS)	Reengineer system which provides information essential for the general management, academic planning, and budget planning efforts Instructional Analysis Information System (IAIS) - new name	UW System Administration Staff, UW System Staff	Scheduled Completion 5/1/98
Security	Guidelines for proper use of data, protection against unauthorized changes to data, open access to data where appropriate	UW System Administration Staff	In progress
OPAR Data and Application Integration	Re-engineer Student Retention, Degree Program Statistics, Financial Aid	UW System Administration Staff, UW System Staff	Need to finish PMIS first
IT Planning and Budget Development Link	IT planning for System Administration occurs before OIS budget is developed	UW System Administration Staff	In Progress
OPAR Data and Application Integration	Integrate Distance Education course offerings into curricular data warehouse	UW System Administration Staff, UW System Staff	Scheduled Completion is 7/97
Desktop Computer Applications	Query and maintain UWSA staff personnel information	UW System Administration Staff	Start Meeting About Requirements in 1/97

1995 UWSA Strategic IT Plan *Suspended/Deleted* Projects

Project	Deliverable	Stakeholders	Status
Network Component Replacement	Improved network infrastructure so it will support constantly changing and more demanding network based applications	UW System Administration Staff	Suspended, No Capital Dollars Allotted until FY 1999
Imaging Pilot	Pilot implementation of an electronic imaging system for ELFS forms and Trust Fund vouchers and ledgers	Staff Benefits and Payroll Policy and Trust Funds Operations	Suspended
Computer Aided Facilities Management	Executive information system for data relating to facilities management	Capital Budget & Architecture Engineering	Deleted
Document Management	Improved access to needed documents	UW System Administration Staff	Suspended
Building Project Tracking	Ability to monitor status of UW System building projects	Capital Budget & Architecture Engineering	Deleted, DOA will do
Licensed Material Policies and Procedures	System Administration policy statement concerning the rights and responsibilities surrounding copyrighted and/or licensed IT materials, and a procedure to support the policy statement	UW System Administration Staff, UW System Staff	Deleted, part of 1996 UW System IT Plan
Desktop Computer Improvement	Video Conferencing at the Desktop	UW System Administration Staff	Suspended
Network Upgrades and Improvements	Upgrade portions of the network to support 100Mbps line speed	UW System Administration Staff	Suspended, No Capital Dollars Allotted until FY1998

UWSA Strategies, Standards, and Guidelines for Information Technology

The following strategies for information technology have been adopted by System Administration. The n/a's indicate that it may not be appropriate and/or necessary to use software on that platform. The blanks mean that there may in the future be strategies or guidelines for that platform. Italicized items will change with the conversion to the Windows 95 desktop operating system.

Environment	Desktop Computing	Basic File Server Computing	Application Server Computing	Database Server Computing	Web Server Computing
Word Processing	<i>Word for Windows v6.0</i>	n/a	n/a	n/a	n/a
Spreadsheet	<i>Excel for Windows v5.0</i>	n/a	n/a	n/a	n/a
Presentation Graphics	<i>Power Point v6.0</i>	n/a	n/a	n/a	n/a
Electronic Mail	<i>cc:Mail for Windows v2.21</i>	cc:Mail v2.21 (database); Internet Exchange v2.30b5 (SMTP Gateway full MIME Compliant)	Access via SMTP Gateway	Access via SMTP Gateway	Access via SMTP Gateway
Calendar	CaLANdar for Windows v3.0	caLANdar v3.0 (database)	n/a	n/a	n/a
FTP Services	<i>WSFTP-32</i> ; Netscape v3.0	Novell FTPServ	AIX FTP Server v 4.9	AIX FTP Server v 4.9	AIX FTP Server v 4.9
Web Services	NetScape v3.0; OS/2 Web Explorer	NFS Links H: drive to Server			Apache HTTP v 1.2
Gopher Services	NetScape v.3.0	n/a	n/a	n/a	GopherD
Viewers	Lview; Acrobat; QuickTime; Mpeg				
Electronic Forms					
Mainframe Access	Novell WT3270; QWS3270; Natural Connection	n/a		n/a	
CASE Tool	Knowledgware for OS/2 v4	n/a	n/a	n/a	n/a
Database Engine	Paradox v4.0	n/a	n/a	Oracle v7.3; ADABAS v1.2	n/a
Database Connectivity	SQL via Oracle SQLNet v2.2; ODBC	n/a	n/a	SQL via Oracle SQLNet v 2.2	
Database Server Access Tools	PowerScript5.0 From PowerBuilder; InfoMaker v5.0; Natural; PLSQL v2.2.2.3.0; SQL*PLUSv3.3; Microsoft Query	n/a	Natural v2.1.2 PL/SQL v 2.2.2.3.0: SQL*PLUSv3.3	Natural v2.1.2 PL/SQL v 2.2.2.3.0: SQL*PLUSv3.3	
Statistical Analysis	<i>Excel for Windows v5.0</i> ; PC SAS	n/a	SAS	n/a	n/a
Operating System	<i>DOS v6.21</i> ; <i>Win v3.1</i> ; <i>OS2 v2.1</i>	Novell v4.1	AIX v3.2.5; Novel v4.1	AIX v3.2.5	AIX v4.2
Hardware Platform	Compaq Pentium; 16M RAM; 1 G Disk; 15" Mon.; CD-ROM (for new acquisitions)	Compaq Pentium; 96 M RAM; RAID 5 - 6G Disk;	IBM RS6000, 256Mb RAM, 14 Gb Disk; Compaq Pentium, 96 M RAM, RAID 5 - 6G Disk;	IBM RS6000, 256 Mb RAM, 5Gb Disk	IBM RS/6000, 256 Mb RAM, 5 Gb Disk
Basic File Server Access	Novell Client32	NDS	NFS Connectivity; NDS	NFS Connectivity	NFS Connectivity
Network Technology	Ethernet - Ethernet_II Framing	Ethernet - Ethernet_II Framing	Ethernet - Ethernet_II Framing	Ethernet - Ethernet_II Framing	Ethernet - Ethernet_II Framing
PC Memory Management	DOS v6.21	n/a	n/a	n/a	n/a
Document Viewers	Lview; Acrobat;Mpeg;Quick Time				
TCP/IP Access	Novell LAN Workplace v4.2	NFS	AIX v3.2.5	AIX v3.2.5	AIX v4.2
Virus Protection	F-Prot v2.25	F-Prot for Netware 2.25	n/a	n/a	n/a

Year 2000 Project Plan

Purpose

The purpose of this project is to assess the Year 2000 impact on UW System Administration applications, data bases, and hardware and develop a plan to prioritize and organize the work. Coordination of this project will reside in OIS.

Scope

The scope of this project is limited to the hardware and software used by System Administration staff. OIS will be responsible for assessing and prioritizing the applications, data bases, and hardware it supports.

OIS will assist System Administration staff on assessing the Year 2000 impact on unsupported applications, technology, and hardware. Each department will be responsible for the cost of updating unsupported software.

What Needs to be Done?

- Appoint a UWSA Year 2000 coordinator
- Notify management staff at System Administration that there may be year 2000 issues in their departments
- Raise the awareness of System Administration staff through newsletter articles
- Define criteria for Year 2000 compliance
- Inspect all layers of computing to ensure readiness. These layers include:
 - local PC configurations
 - LAN configurations
 - host based computing configurations
- Identify and assess all applications, data bases and hardware.
- Develop detailed plans for change for inventory items that need it. This plan should also include a test plan. For many applications this may mean contacting the software vendor to find out if the software has a year 2000 problem and if it does, when the vendor intends to issue an update that will correct the problem.
- Prioritize the changes
 - Dates used in calculations and/or comparisons
 - Dates used for information only
- Develop a budget and timeline
- Implement the changes
- Continually keep System Administration staff informed of progress

Who Can Help?

All departments in System Administration will need to assess, plan, and implement the any changes related to the year 2000.

- OIS will do an inventory assessment of all applications, data bases, and hardware it supports
- For unsupported applications, each Associate Vice President or Director will be asked to identify staff in their various departments to coordinate the department year 2000 issue. This includes:
 - Selecting a person to coordinate the identification of unsupported applications, data bases, and/or hardware
 - Selecting a person who will be responsible for making sure the update of the unsupported application and/or data base will take place
 - Paying for updates of unsupported software
- OIS will coordinate this effort and add the unsupported applications and data bases to the inventory

Timeline

Tasks	Estimated Start	Estimated End
Coordination	February 10, 1997	December 31, 1998
Assessment/Inventory	March 3, 1997	June 2, 1997
Changes/Implementation	July 7, 1997	December 31, 1998

Budget