Administration and Finance
Quarterly Leadership Meeting
MEETING AGENDA – Administration and Finance
Quarterly Leadership Meeting

1. Welcome
   Joan Nelson

2. Division FY14 Accomplishments and FY15 Goals
   Associate Vice Presidents

3. Houston Public Media
   Lisa Shumate

4. Closing
   Dr. Carlucci
Administration and Finance
Information Technology

Dr. Dennis Fouty,
AVC/AVP for Information Technology and CIO

presenting

FY14 Accomplishments
FY15 Goals
UIT Accomplishments

*In Support of National Competitiveness:*

UIT assists UH in achieving National/Global Competitiveness by sustaining, maintaining, and upgrading the following technology infrastructures:

- Upgraded the Research Computing Center for High Performance Computing and Networking Research.
  - Ten-fold increase in Research Network capacity achieved in FY14
- Enhancements to Enterprise Systems such as PeopleSoft Finance/HR and data warehouse.
  - Implemented audit tracking of access to user Personally Identifiable Information (Pii) in PeopleSoft
  - Implementation of Post Award Grants Management Module 60% implemented: the system delivers seamless PeopleSoft integration for researchers
- Upgraded University Web Presence infrastructure.
  - Successfully handled a 48% increase in Web Views in FY14 – 905,000,000 views!
- Initiatives to secure our data in an increasingly volatile global network environment.
  - Strengthened online direct deposit procedures to prevent hackers and fraud
  - Upgraded the university firewall to harden network infrastructure against cyber attack
UIT Accomplishments

In Support of Student Success:

In order to support Student Success and the UH mission, in FY14 UIT:

• Expanded and upgraded the campus-wide WiFi enabled network.
  – Resulting a 20% increase in our goal to deliver 5MB Download capacity

• Enhanced the Online Learning Environment (Blackboard) Infrastructure.
  – Added/upgraded processor blades and storage to fundamentally improve resiliency and availability supporting an 11% increase in BlackBoard courses

• Upgraded and Maintained Key Classroom Technology Infrastructure.
  – Upgraded 25 campus classroom projectors to highest available standards.
  – Educational technologies require ongoing maintenance, which includes computers, smart podiums, “clicker technology,” and all other technologies our faculty use in the classroom.

• Enhanced the University Web Based Enrollment system.
  – Availability and Performance remained stable at above 99% while supporting a record enrollment load (e.g., UH Spring ’15 enrollment up 7% in 2014).

• Implemented Cloud-based Office 365
  – High take-rate by students, provides all Microsoft features via the web at a fraction of the cost of individual licenses ($100,000 cost savings in first year)
UIT Goals for FY15

**Critical Needs:**

*Critical needs are those which, if not performed, are predicted to cause service affecting problems. To summarize the top four:*

1. Continue Upgrading the UH WiFi Network
   - Upgrade to latest technology to support high data download speeds
   - Increase WiFi coverage across campus – currently 100% in all buildings but not yet at desired download speed

2. Upgrade the CougarNet File Shares
   - To support: the growing use by students, faculty and staff; the BYOD "bring your data anywhere and on any device" model; and leverage the existing low cost of shared infrastructure and UH/UIT Microsoft licensing.

3. Upgrade Network Peering to 100GBPS
   - Increase the speed of interconnected research networks in NSM by 10x

4. Enhance the Network Core
   - Upgrade the capacity of the Domain Name Servers, which translate and find Internet domains across the campus and the world, by 300%
Administration and Finance
Finance

Raymond Bartlett,
AVC/AVP Finance
presenting

FY14 Accomplishments
FY15 Goals
Finance Accomplishments

**FY14 Accomplishments:**

- Implemented the Concur Travel Management System in four areas at UH (Pharmacy, Library, Honors, and TCSUH).
- Implemented computer software to automate the interface between Windstar (tax treaty software) and the HR System to provide treaty benefits for foreign nationals,
- Coordinated the first annual physical inventory of capital and controlled assets in which hand-held scanners were used by all UH departments to improve the accuracy of the inventory process.
- Completed implementation of Oracle/Hyperion automated AFR analysis and reporting module.
- Developed quarterly budget report series
Finance Accomplishments

**FY14 Accomplishments:**

- Implemented TRAM and completed TRAM Supplemental Guide
- Implemented a new Supervisory Training (STEP) Program
- Implemented eTermination (Electronic Termination Checklist)
- Maintained our Aa2 and AA credit rating with Moody’s and S&P, respectively
- Obtained an unqualified opinion from the external auditor for the endowment
- Implemented a payment obligation agreement prior to enrollment
- Implemented 4 year fixed tuition program in conjunction with UHin4
- Implemented Satisfactory Academic Progress for continued receipt of waivers per state law
Finance Accomplishments

**FY15 Goals:**

- Complete implementation of Concur Travel to all UH departments.
- Modify policies and processes in the Finance System to help ensure compliance with new federal fund requirements (OMB A-81, Uniform Guidance).
- Assist the Research Division in their implementation of the Grants and related PeopleSoft modules.
- Host two large HUB events, a HUB Vendor Fair and HUB Forum, and create a monthly venue for individual HUB vendors to make a presentation to interested faculty and staff. Facilitate a Mentor-Protégé Agreement between a large company (mentor) and a HUB (protégé).
- Provide training and leadership to other UHS campus accounting departments to attain proficiency using data warehouse (Business Intelligence) tool set.
Finance Accomplishments

FY15 Goals:

• Review and Strengthen internal controls for cost center verifications to be done in a timely manner
• Initiate control procedures for timely recovery of funds for services rendered in the Auxiliary and recovery cost centers
• Implement deposit consolidation by college
• Implement remote deposit to increase efficiency and reduce risk
• Implement Western Union Business Solutions to assist international students in making tuition and fee payments.
• Implement the Hyperion Planning and Budgeting tool
• Upgrade HR PeopleSoft from 9.0 to 9.2
• Assess and Implement Changes to the ePerformance System
• Conduct a Full Process Improvement Initiative for UHS Payroll
• Continue to focus on developing staff throughout Finance
Malcolm Davis,
AVC/AVP Public Safety & Security
*presenting*

**FY14 Accomplishments**

**FY15 Goals**
Public Safety & Security

**FY14 Accomplishments:**

**Police** – Achieved International Association of College Law Enforcement Administrators (IACLEA) Accreditation

**Fire Marshal** - Transitioned all fire marshal plan reviews into digital format

**Environmental Health and Life Safety** - Successfully migrated six (6) safety training courses to EHS Assistant Online System

**Emergency Management** - Successfully developed the Campus-wide UH Business Continuity Plan (new requirement from the State Office of Risk Management – SORM)

**Public Safety Systems** - Continued working on the card access project - 68% of the buildings have partial or full card access
Public Safety & Security

FY15 Goals:

Police
• Proactively work to reduce crime levels vs three year averages
• Obtain and maintain a 100% staffing level for authorized police and security positions

Fire Marshal
• Develop a building inspection schedule
• Develop on-line crowd manager class for DPS and contract security

Environmental Health and Life Safety
• Add HAZCOM, Hazardous Waste and Vehicle Safety to the EHS Assistant
• Complete implementation of the Mobile Laboratory Inspection Module to EHA Assistant

Emergency Management
• Conduct first Continuity Exercise of the new UH BCP (SORM Requirement)
• Conduct/Complete State required 3 year audit of the UH Emergency Operations Plan

Public Safety Systems
• Continue expansion of Card Access
• Deploy ALPR Camera Systems for both the ERP and Main Campus
Administration and Finance
Houston Public Media

Lisa Shumate,
General Manager Houston Public Media

presenting

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Closing
Dr. Carlucci