

# 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

# Administration and Finance

## Public Safety & Security

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*

**FY14 Accomplishments**  
**FY15 Goals**

# Administration and Finance

## Quarterly Leadership Meeting

Closing  
**Dr. Carlucci**