

Status Report - Project ORBIT September 10, 2008

Project ORBIT (**O**rganizational **R**eengineering **U**sing **B**anner **I**nformation **T**echnology) is the NJIT initiative to upgrade its legacy administrative information systems to the Banner suite of systems.

Introduction

The project is still in its kickoff phase. Efforts since June have focused on organizing the project management and team structure, setting up initial hardware, and scheduling training visits with consultants from SunGard Higher Education. The schedule of training is nearly finalized through January 2009.

SunGard Higher Education has assigned a new professional services manager whose prime responsibility is to work with us to schedule the remaining training and consulting visits required for the Banner modules. We will have the FY09 schedule completed by October 30, at which time we can begin formal tracking on the first year's progress. We anticipate the remaining schedule for FY10 and FY11 to be defined by December 15.

Collegiate Project Services has assigned a full-time project manager, Mr. Ismail Jama, who is on-site, working with NJIT's project management steering committee. His experience, as well as his company's experience working with other institutions that have implemented Banner, has already proved valuable to the project.

Initial Training Visits

The first Finance visit was held September 2-4. It focused on defining the chart of accounts for the new system. In general, successive visits will be scheduled monthly. The Banner Finance module is scheduled to go live July 2009, at the start of FY10.

The first Student visits are scheduled for September 18-19, and September 30-October 2. These visits will introduce the student system which is the largest and most complex Banner module. An October visit will focus on recruiting, admissions, and defining academic programs. Banner Student is scheduled to go live in September 2009, in conjunction with the admissions cycle for recruiting students for fall 2010.

Infrastructure

The technical teams have installed the test/training system and it is live with Banner. Hardware for a production system has been delivered and is being prepared. Network infrastructure improvements to support the production system are in process.

A training facility for all of the Banner Teams has been set up in GITC.

Project Tracking

Once the schedule of training and consulting visits is finalized, we will build a formal, dependency driven, project schedule. The scheduling of these visits is critical to the project tracking process. After each training visit, the Project Teams are given a number of tasks to complete. As tasks are completed, we reach milestones. We track project progress by monitoring task dependencies and milestones reached.

The detailed schedule of training and consulting visits will also allow us to define monthly budget hours for professional services and track budget to actual.