As Fall Quarter draws to a close, I am pleased to call attention to some key accomplishments in the area of enterprise IT over the past few months:

- ETS established a Change Advisory Board to ensure that customers are minimally impacted by service changes.
- The Financial System Project completed its first cycle of system integration testing in November.
- Teams of human resources, academic personnel, benefits, and payroll experts began meeting to develop plans for how our work will change with UCPath.
- ETS hosted meetings with deans, business officers, and IT staff in November to discuss the enterprise IT projects governance model.
- The IT Board appointed the membership of the newly chartered IT Council in November.
- The technical study on campus-wide email and calendaring options was completed in November. The findings will be used for subsequent decision-making.
- Telecommunications introduced a Work Order Issues Final Billing Statement on all monthly billing statements to save customers time processing financial transactions.

In the coming months I will be meeting with campus groups to help cultivate a shared understanding of how centralized and departmental IT units partner in a federated IT environment. This is a critically important transition as UCSB works to better manage large-scale IT costs, risks, and outcomes.
Tips for Selecting & Managing Passwords

Sam Horowitz is UCSB’s Director of Information Security and Chief Information Security Officer (CISO)

Most of us are awash with passwords. You probably have multiple passwords that you use throughout the day. Unfortunately, many of us manage our passwords poorly.

A Google search for the worst passwords reveals the following:

- 123456
- password
- 12345678
- qwerty
- abc123
- 123456789

Do you use any of these? If so, you probably should change to something more secure.

Problems with Passwords

- Passwords that are easy to guess defeat their purpose.
- If the system you are trying to log on to does not protect your password, it can be discovered.
- Malware can make passwords easy to steal. Key loggers installed on your computer can track your key strokes and transmit your login credentials. Most password managers provide a way to back-up your password list, and some allow you to synchronize password lists across multiple systems. Others store password lists in the cloud so you can access them from anywhere.
- With the growth of mobile computing, there is always a danger of someone looking over your shoulder.

Tips for Managing Passwords

- Don’t use the same password for more than one system. This prevents a bad actor from using a single compromised password to gain access to all of your accounts.
- Don’t use passwords that are easy to guess. Bad actors use dictionaries of commonly used passwords to guess your password.
- Don’t use passwords that you give away. It is common for people to use children or pet names for passwords. Access to this information is commonly available via social media. A password should never be something that is readily available to others.
- **Do use long passwords.** Length is more important than complexity when creating a password that is difficult to guess. A longer password that contains a simple phrase or sentence may be easier to remember. For example, the password “I like Goleta beach.” is easy to remember because it is a grammatically correct sentence. It is also easy to type because it is made up of whole words. It is complex because it has both upper case and lower case letters and includes a period. We can make it more secure by changing the “o” to a zero and purposely using inappropriate punctuation or capitalization. “I like G0leta beach?” is a great password!

Since remembering passwords for dozens of accounts is difficult for all of us, consider using a free or subscription-based password manager. This is an excellent way to securely store your various account login credentials. Most password managers provide a way to back-up your password list, and some allow you to synchronize password lists across multiple systems. Others store password lists in the cloud so you can access them from anywhere.

No matter how good a password is, remember that it has limits. An alternative exists that is more secure than passwords alone. It is called multi-factor authentication and a growing number of cloud services support it. We are beginning to use it on campus for some services.

Multi-factor authentication supplements username/password authentication by adding a third factor. Generally, the additional factor is a token or a mobile phone. For example, Google offers an app called Google Authenticator that runs on iOS and Android devices. It generates a 6-digit code that is valid for just a few minutes at a time. When you log on, you provide your username, password, and a current 6-digit code that is generated by the app on your device.

Password Safe Programs

There are many password safe programs available. Though the University does not recommend any one solution, here are some examples:

- **PasswordWallet**  
  (paid multi-platform with sync capability)  
- **Password Safe**  
  (free for Windows)  
  [passwordsafe.sourceforge.net/](https://passwordsafe.sourceforge.net/)
- **Kee Pass**  
  (free for Windows)  
  [sourceforge.net/projects/keepass/](http://sourceforge.net/projects/keepass/)
- **Last Pass**  
  (advertising supported or paid online service)  
  [https://lastpass.com/](https://lastpass.com/)

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Why do we need a new financial system?
- UCSB’s current financial system is 43 years old. A combination of technical and resource issues are placing the ongoing operation of the campus financial system in severe jeopardy.
- Efficient, accurate financial and budget reporting leads to less time spent identifying and correcting errors, and greater confidence in the accuracy of the general ledger.

What is happening in Phase 1?
The core accounting modules in PeopleSoft Financials are being installed to replace the current financial system applications on the mainframe. The PeopleSoft modules include: General Ledger/Chart of Accounts, Accounts Payable, Budgets/Commitment Control, Asset Management, and Project Costing (for Facilities Management only).

Who will use PeopleSoft Financials after Phase 1?

What changes will departments see after Phase 1 is completed?
Departments will have access to more timely data because the new systems will be tightly integrated and operate in real time. Today, most data is updated once a month.
PeopleSoft Financials will produce more reliable and accurate data in the departmental ledger reports. To ensure reliable data, the new ledger will require more cleansing and validation when data is put into the system.

Testing, Testing, Testing
The Financial System Project team has focused on system integration testing since late October 2014. System integration testing helps us verify that PeopleSoft Financials, and the 113 interfaces with financial system applications, are performing as required. Testing also helps us identify differences between the legacy systems and PeopleSoft Financials so we can mitigate their impact on campus users.

The PMO has asked some campus departments to help test the system during system integration testing.

To better understand the impacts to campus, the PMO is hosting focus group discussions with campus departments to understand the differences between PeopleSoft Financials and legacy applications.

What to Expect
As the project has progressed, it has become clear that the timeline, resources, and change management requirements needed to launch this new financial system were under scoped. Due to the scope differences, from what was originally envisioned for the project, there may be some additional changes that will impact campus departments. These changes will be evident after system integration testing is completed, and all of the 113 interfaces have been tested together.

The project team continues to pursue minimal impact to the campus and seeks your understanding that changes will only occur when they are not technically feasible or cost prohibitive to remain the same.
Previous communications by Jim Corkill, Campus Controller and Director of Business & Financial Services, disclosed some of these minor changes. He will continue to make these announcements as changes are known.

When Will the Deployment Timeline be Announced?
After two system integration testing cycles are completed, we will assess the working functionality of the modules and interfaces, the potential changes for campus departments, the transition strategy, and any additional testing and training needs. We hope to communicate the timeline in early 2015.

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Timekeeping Rollout Update

The Electronic Timekeeping Project will automate and standardize UCSB’s timekeeping processes using Kronos.

Fall Rollout Outcomes

This fall, the Kronos Academic/Research Advisory Committee tested Kronos in their departments. The following units have already rolled some of their administrative staff onto Kronos:

- Chemistry
- Educational Partnerships Office
- Engineering (Dean’s Office)
- Electrical & Computer Engineering
- Equal Opportunity Office
- Gevirtz Grad School of Education
- Institute of Collaborative Biotechnologies
- Instructional Development
- Life Sciences Computing Group
- Neuroscience Research Institute
- Office of Research
- Physics
- Polymers & Organic Solids Center
- Psychological & Brain Sciences

New Project Governance

In October, the governance of the Electronic Timekeeping Project was revised to conform to the new campus enterprise IT project governance model that was approved by the IT Board in June 2014. The specific revisions approved include the formal establishment of project sponsors, a project steering committee, and clearly defined roles for each group.

Since the Electronic Timekeeping and UCPath projects are interrelated in many respects, the sponsors and steering committee members for both projects are the same. This structure ensures that interdependencies between the projects are addressed in a consistent manner.

The project sponsors include:

- David Marshall, EVC
- Marc Fisher, VC Admin Services
- Pam Lombardo, Acting Assistant VC Admin Services
- Todd Lee, Assistant VC Budget & Planning
- Denise Stephens, Interim CIO

The Steering Committee includes:

- Jim Corkill, Controller
- Cynthia Seneriz, HR Director
- Cindy Doherty, AP Director
- Elise Meyer, ETS Business Operations

The Kronos Academic/Research Advisory Committee will continue advising the PMO on the deployment of Kronos in the Divisions of Academic Affairs and Research.

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UCPath: Planning & Design

UCPath is a UC system-wide project to replace the current payroll system (PPS) and standardize payroll, academic personnel, and human resources processes across all locations.

Systemwide Project News

While UCOP was originally scheduled to transition to UCPath in December 2014, testing showed that more work is needed to ensure that UCPath can provide accurate payroll.

To determine a new date, the systemwide project team is working with internal UC experts, advisors, and leaders to outline a new timeline based on the remaining activities and the length of time they require. As soon as a new date is approved, campus stakeholders and project teams will be notified.

UCSB Project News

The focus at UCSB is to continue planning and design activities so that our implementation stays on track, regardless of UCOP’s go live date. Project sponsors, the steering committee, and the PMO have developed a plan for how our campus will make decisions about realigning payroll, finance/GL integration, absence management, human resources and academic personnel transactional processes. Some of these decisions only impact processes in central offices; other decisions will impact processes across the whole campus. Two committees have been formed to help in this decision-making process:

The UCPath Campus Future State Process Design Team is a working group charged with developing recommendations for future state business processes related to payroll, human resources, and academic personnel. The team includes members from campus departments and control points who have experience with payroll, human resource and academic personnel processes.

The UCPath Business Alignment Team is a working group charged with developing recommendations for future state business processes related to payroll, human resources, and academic personnel that do not impact campus departments. This team also advises the UCPath Campus Future State Process Design Team. The Business Alignment Team is composed of central office staff who are subject matter experts in payroll, human resources, and academic personnel processes. Campus experts in financial aid, budget, and extramural funding processes also advise this team.

The current rosters for both of these teams are posted on the UCSB UCPath Project Teams webpage: http://www.ets.ucsb.edu/projects/ucpath/project-teams.

The UCPath Campus Future State Process Design Team is currently meeting on a weekly basis for training. The actual redesign work will begin in January 2015.

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Gartner Resources for the UCSB Community

Enterprise Technology Services provides free access to Gartner Research to students, faculty, and staff. Gartner is a leading information technology firm that provides research and analysis services to inform and support decision-making in higher education and other industry sectors.

Gartner Research Portal
(for UCSB students, faculty & staff)

The Gartner Research Portal is accessible at no cost to UCSB students, faculty and staff. Click on the Gartner Research Portal Login link and use your UCSBnetID and password to log in.

What’s Available:
- Magic Quadrants
- Hype Cycles
- Strategy papers
- Technology & industry research
- Actionable technical guidance
- Webinars
- Personal trackers

Gartner for Technical Professionals
(for UCSB IT staff)

UCSB IT staff have free access to Gartner for Technical Professionals (GTP). GTP provides access to in-depth technical expertise across the entire project life cycle, from technical strategy to architecture to project execution. Click on the Gartner Research Portal Login link and use your UCSBnetID and password to log in.

What’s Available by Project Phase:

PLAN
Planning Guides:
- Market trends and priorities
Solution Paths:
- Road map to implement new solutions

DESIGN
Reference Architecture Decision Points:
- Choose technical architecture
Reference Architecture Blueprints:
- Editable diagrams with architecture steps

SELECT PRODUCTS
Evaluation Criteria:
- Prioritized product requirements
Assessments:
- Product scored against the criteria

IMPLEMENT
Guidance framework:
- Step-by-step guidance to tackle a specific challenge or implementation

Speak with Gartner Analysts
(for UCSB IT staff)

All UCSB IT staff have the ability to speak with Gartner analysts at no cost. These one-hour calls may be set up from the website, or by calling our Client Services representative, Nick Rowe, at (801) 307-5304 or Nick.Rowe@gartner.com.

Gartner for Technical Professionals Topics:
- Access Management
- Application and Database Security
- Application Development
- Application Integration
- Application Platforms, Languages and Frameworks
- Audit and Compliance
- Authentication
- Big Data
- Business Intelligence
- Cloud Application Development
- Cloud Computing
- Collaboration
- Communications, Messaging
- Content Management
- Data Analytics
- Database Management
- Data Center Computing
- Hardware
- Data Center Power & Cooling
- Data Loss Prevention
- Data Management, Governance
- Data Security
- Desktop Virtualization
- Directory Services
- Disaster Recovery, Availability
- Encryption
- Enterprise Mobile Management
- Host and Endpoint Protection
- HTML5 and JavaScript
- Hybrid IT
- Identity Creation and Management
- Identity Federation
- Identity Verification and Use
- Infrastructure as a Service
- iPad and Mobile Devices
- Mobile Application Development
- Mobile Application Development Mobility
- Perimeter and Infrastructure Security
- Platform as a Service
- Private Cloud Computing
- Professional Effectiveness
- Public Cloud Computing
- Risk Management and Compliance
- SaaS Email
- Security Monitoring
- Server Virtualization
- SharePoint
- SOA and Application Architecture
- Social Software
- Software-Defined Networks
- Storage
- Unified Communications
- VoIP
- Web API Development
- Web Conferencing
- Wireless