

## Student Data Privacy Bill of Rights Status Report

<b>Project Name:</b>	Student Data Privacy Bill of Rights
<b>Sponsor:</b>	Jody French
<b>Report Type:</b>	Execution
<b>For Period:</b>	October 1- November 11 <sup>th</sup>
<b>Project Manager:</b>	Angela O'Leary

### EXECUTIVE SUMMARY

Overall Summary	Prior Status	Green	Current Status	Green
<b>Green</b>	The project is within 20% variance of the currently approved baseline for budget and schedule, and is expected to substantially meet all of the business objectives established in the startup report.			
<b>Yellow</b>	The project has exceeded 20% variance of the currently approved baseline for budget and/or schedule and is expected to substantially meet all of the business objectives established in the startup report.			
<b>Red</b>	The project is at risk of termination, or at risk of not substantially meeting the business objectives established in the startup report.			
<p>The overall health of the project stands at 1.4% behind schedule. The project team and CTS departments have done a terrific job in working through the following deliverables:</p> <ul style="list-style-type: none"> <li>Met with thirteen CTS areas to identify the approved PII elements in the systems they manage and maintain and documented the information in a spreadsheet on how the data is stored, entered and what vendors/contractors CTS provides the data to. The document includes a description of each system and how the PII data that resides in those systems benefits the student.</li> <li>A general information page has been built and currently being "fined tuned" in preparation for launch to the public on January 2, 2021. The general information page will be located on the NDUS website under the student section, this will be a public site. Research was completed by reviewing sites like University of Minnesota, Amazon, Google, and Facebook to understand and review the language they used for PII.</li> <li>A more detailed page is under development to provide students a comprehensive summary of their PII that may reside in each of the systems the CTS Organization manages and maintains. The detailed information that will be provided to students will be secured, meaning to access the data, students will be required to log in. For non-active students, a process will be in place to access the information through a tier 1 service desk.</li> <li>The core project team will be tasked to create a plan in how to manage and maintain data placed on both sites that provides students the most current and up to date information.</li> </ul>				

## COST MANAGEMENT

<b>Overall Summary</b>	<b>Prior Status</b>	<b>Green</b>	<b>Current Status</b>	<b>Green</b>
<p>The project anticipates no direct cost, yet there are hours tracked from an internal CTS perspective (indirect costs). For this period, hours tracked so far:</p>				
<b>Month</b>	<b>Hours submitted</b>			
October	97.45			
November	20.00			
Total hours for this month's report:	117.45			
<b>Overall Total Hours since start of Project:</b>				
July, August, Sept.	151.83			
October/November	117.45			
Total Hours Submitted	269.28			

## SCHEDULE MANAGEMENT

<b>Summary</b>	<b>Prior Status</b>	<b>Green</b>	<b>Current Status</b>	<b>Green</b>
<b>Green</b>	Variance to schedule is within 10%			
<b>Yellow</b>	Variance to schedule equals or exceeds 10%, but is within 20%			
<b>Red</b>	Variance to schedule equals or exceeds 20%			
<p>Below is a status for each deliverable stated in the Project Charter:</p> <p>Identify/Document PII in each application/product: Sept/Oct. <b>DONE</b></p> <p>Identify, design and test a process for when student inquiries are made to CTS: November <b>IN PROCESS</b></p> <p>Create a plan to manage and maintain the data source: <b>November/December</b></p> <p><b>Goal:</b> CTS will comply with policy 503.2 by the end of December 2020</p> <p>Close out of the project will start January 2021</p> <p>Launch websites and send communication to Stakeholders: <b>January 2, 2020 GO-LIVE</b></p>				

Project Start Date	Original Baseline End Date	Current Revised End Date 2020 Q4	% Schedule Variance	Ahead Behind	Estimated Completion Date
July 2020	December 2020	n/a	1.4%	Behind	December 2020

## SCOPE MANAGEMENT

Summary			
No change requests this month. Below is the change request from previous status report.			
Change Control Log Summary			
Change #	Description	Action: Accept/Reject	Action Date
1	Added two additional PII elements to "in scope" as recommended by the Attorney General's office. 1. Alien Registration Number 2. Permanent Resident Number	Accept	09/2020
Comments:			
Deliverable Acceptance Log Summary			
Deliverable #	Description	Action: Accept/Reject	Action Date
1	PII Elements have been identified and documented and sign off from each area.	Accept	11/10/2020
Comments:			

## RISK/ISSUE MANAGEMENT

Summary			
No issues or risks to report for this period.			
Risk Management Log Summary			
Risk #	Description	Action	Action Date
Comments:			
Issue Management Log Summary			

Issue #	Description	Action	Action Date
<b>Comments:</b>			