

Vice President for Student Services IT Service Catalog

December 21, 2009

Service Categories

[Student Services Technology and Assessment](#)

[Office of the Registrar](#)

[Office of Admissions](#)

[Division of Financial Aid](#)

[Student Access Transition Success](#)

[Center for Career Opportunities](#)

[Office of the Dean of Students](#)

[Purdue Student Health Center](#)

[Enrollment Management Analysis Reporting](#)

[Student Systems Functional Competency Center](#)

[Division of Recreational Sports](#)

A

[Access Control Management for Enterprise Student Systems](#)

Manage access privileges and deprovisioning of accounts to enterprise Student and Business Intelligence systems

Category: Student Services Technology and Assessment

Category: Office of the Registrar

Category: Enrollment Management Analysis and Reporting

[Application Administration](#)

Manage daily operations of system.

Category: Division of Financial Aid

Category: Office of the Registrar

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Application and Systems Support

Support configuration management, vendor upgrades testing, and user training.

Category: Student Systems Functional Competency Center

Assessment

Provide consulting services to departments for assesment of strategic plan performance and self studies.

Category: Student Services Technology and Assessment

B

Business Continuation Planning

Establish and maintain plans for organizing and activating procedures necessary to recover designated critical student service functions in the event of a disaster affecting Schleman Hall, Hovde Hall, Purdue Student Health Center, and Stewart

Category: Student Services Technology and Assessment

Business Process Redesign

Provide consulting services to help document business processes, and/or the redesign of current processes either within or across departmental groups.

Category: Student Services Technology and Assessment

C

Consulting

Provide consulting in the following areas: application programming, database development, IT consulting, project management, vendor relationship management, and web development.

Category: Student Services Technology and Assessment

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D

Data Analysis and Reporting

Analyze data, develop queries, and distribute data reports for other departments on campus.

Category: Office of the Registrar

Category: Enrollment Management Analysis Report

Category: Office of Admissions

Data Stewardship

Establish and communicate appropriate data handling of University student data, including data protected by FERPA, GLBAA, and HIPAA.

Category: Student Services Technology and Assessment

Database Development

Develop and maintain SQL Server databases for departmental needs.

Category: Division of Financial Aid

Category: Office of the Registrar

Category: Office of Admissions

Category: Enrollment Management Analysis Reporting

Desktop Computing Services

Provide desktop computing solutions to all Student Services departments, and also Undergraduate Studies Program, Bursar's Office, and University Collections.

Category: Student Services Technology and Assessment

E

Enterprise Student Systems Governance

Participate in executive oversight, advisory, portal development, and communications committees.

Category: Student Systems Functional Competency Center

Category: Student Services Technology and Assessment

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Equipment Checkout

Provide laptops, projectors, video camera, and digital board equipment for checkout.

Category: Student Services Technology and Assessment

I

Identity Management

Provide guidance, oversight, and administration of identity management of student records.

Category: Student Services Technology and Assessment

P

Portfolio Management

Manage processes for the selection, prioritization and monitoring of projects where SSTA resources are involved.

Category: Student Services Technology and Assessment

Project Management

Project definition, scheduling and management for complex efforts involving multiple departments using a standard

Category: Student Services Technology and Assessment

S

Security Officer Consulting

Provide first-tier security consulting on applications/hardware/software/network security, and security tools and techniques.

Category: Student Services Technology and Assessment

Security Incident Response

Provide incident triage, notification, analysis and post mortems related to IT incidents in Student Services.

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Security Scanning of Desktops and Network Drives

Perform annual scanning of supported area network drives

Category: Student Services Technology and Assessment

SharePoint Site Administration

Manage the site collection for Student Services departments, including managing the content, permissions, groups, creation of sub sites, and data handling.

Category: Student Services Technology and Assessment

Strategic Planning

Provide software, training, and consulting to departments for developing and maintaining strategic plans.

Category: Student Services Technology and Assessment

Student Electronic Communications

Maintain policy for bulk electronic communications, and provide administrative oversight and support for PurdueBoard and eSidewalk

Category: Student Services Technology and Assessment

Student Government IT Services and Liason

Provide consultative support to Purdue Student Government regarding IT requests.

Category: Student Services Technology and Assessment

Category: Office of the Dean of Students

W

Web Development Services

Develop customized applications for departmental needs.

Category: Division of Financial Aid

Category: Office of the Registrar

Category: Office of Admissions

Category: Enrollment Management Analysis Reporting

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[Web Site Design](#)

Provide consulting and development service for supported departments.

Category: Student Services Technology and Assessment