



Minnesota State Colleges & Universities ITS Portfolio Management Office
Project Business Case

The purpose of this document is to develop and communicate a business case for projects which will use information technology. For initial ideas to be proposed within a channel (ASA, Finance & Administration, HR or ITS) only Section 1: Preliminary Business Case needs to be completed.

SECTION 1: PRELIMINARY BUSINESS CASE

Secondary Data Center (COB) – ISRS

Table with 4 columns: Prepared by (Jim Dierich), Presented to (Alfred Essa, Associate Vice Chancellor, Deputy CIO), Channel (ITS), and Investment Level Categories (\$0-\$99,000, \$100,000-\$299,000, \$300,000 and above). Includes checkboxes for investment levels.

A. Background / Business Need or Opportunity

During the process of defining its Business Continuity Plan, Minnesota State Colleges & Universities ITS department identified the need to establish a high-availability environment for the ISRS application.

In addition to building a physical secondary data center, ITS needs to populate that data center with the servers, data and functionality necessary to support the ISRS application.

B. Business Objectives

- a. To establish a state of technological preparedness (servers, disk capacity, etc) for D2L applications, if and/or when the primary technology fails or requires maintenance.
b. The continuation of critical information technology services throughout the entire MnSCU System.

C. Project Description

This project is technologically complex because the application environment has multiple technical requirements. This project will focus on the needs and requirements of the ISRS application while attempting to keep the other application requirements in mind.

Complicating this effort are considerations such as; varying failover timeframes, hardware needs, and procedures. Decisions will need to be made relative to technical requirements that must be in place at the secondary data center (COB) in order to support full failure functionality.



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**D. High Level Benefits** (check all that apply)

| Legal or Regulatory Requirement | Involves multiple channels (Finance & Admin, ASA, HR, ITS) | Increases access and opportunity    | Promotes and measures high-quality learning programs and services | Provides programs integral to state/regional economic needs | Innovates to meet current and future educational needs efficiently |
|---------------------------------|--|-------------------------------------|---|---|--|
| <input type="checkbox"/>        | <input type="checkbox"/>                                   | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/>                               | <input type="checkbox"/>                                    | <input type="checkbox"/>   |

**How does this project benefit students?**

This project addresses the availability of ISRS applications, ensuring access for serving the students within the system.



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**SECTION 2: FULL BUSINESS CASE**

**E. Scope**

This effort includes a physical site with the following:

- Specification of hardware required at the secondary data center to support the ISRS application
- Design and plan the process for acquisition and implementation of the necessary hardware. This may include migration of existing hardware from St. Cloud data center.
- Implementation of the hardware and software required for ISRS support.
- Replication of data from primary data center.
- Testing of hardware, software, application and replicated data at the secondary data center.

This effort does not include the following:

- Communication plan in the event of a failure.
- Failover/Recovery procedures for ISRS. This requirement is being addressed in a separate project.

**F. Deliverables**

| Major Deliverables   | Start Date | End Date  |
|--|------------|-----------|
| Amend the Inter Agency agreement with OET for the additional technology needed to support the redundancy/failover plan for ISRS application. | 12/26/2006 | 1/31/2007 |
| Decide the equipment procurement method (purchase or lease) and get equipment procurement started as soon as possible.                       | 1/22/2007  | 2/28/2007 |
| Installation equipment at appropriate site to support redundancy/failover.   | 3/1/2007   | 5/15/2007 |
| ISRS application – Begin testing of data replication & failover functionality  | 5/15/2007  | ongoing   |

**G. Valuation**

| Project Valuation                         | Description           | Project Investment | Fiscal Year 1 | Post Project Maintenance |
|---|-----------------------|--------------------|---------------|--------------------------|
| <b>Previous Year Expenditures</b>         |                       |                    |               |                          |
| <b>2007</b>                               |                       |                    |               |                          |
| <b>Estimated Expenditures</b>             |                       |                    |               |                          |
| <i>(Modify cost categories, add rows)</i> | Applications/Software |                    |               |                          |
|   | Equipment/Hardware    |                    |               |                          |
|   | Labor/Services        |                    |               |                          |
|   | Licenses              |                    |               |                          |
|   | Training              |                    |               |                          |



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|                                     |                       |  |  |  |
|-------------------------------------|-----------------------|--|--|--|
|                                     | Other Costs (Specify) |  |  |  |
| <b>Total Costs:</b>                 |                       |  |  |  |
| <b>Tangible Benefits (Savings)</b>  |                       |  |  |  |
| <i>(Specify benefits, add rows)</i> | Benefit 1             |  |  |  |
|                                     | Benefit 2             |  |  |  |
|                                     | Benefit 3             |  |  |  |
| <b>Total Benefits:</b>              |                       |  |  |  |
| <b>Intangible Benefits</b>          | <b>Description</b>    |  |  |  |
| <i>(Specify benefits, add rows)</i> | Benefit 1             |  |  |  |
|                                     | Benefit 2             |  |  |  |
| <b>Net Financial Impact</b>         |                       |  |  |  |
| <b>Total (Benefits-Costs):</b>      |                       |  |  |  |

**H. Cost/Impact of Not Doing this Project**

- Inability to provide access to ISRS in the event that the primary data center becomes unavailable and/or unusable.

**I. Impact to College or University (ex. Expenditures, Users, Resources)**

None

**J. Dependencies/Constraints**

The following dependencies and constraints have been identified for this project:

- ITS Staff availability to achieve schedule
- Budget to acquire hardware to support failover/redundancy

**K. Assumptions**

The following assumptions were made when developing this Business Case:

- Failover will occur at one of the two sites as deemed necessary by technology failure circumstances.
- For ISRS, the redundant site doesn't require Microsoft certification and the H/P SAN will be used during any failover period.
- Requires a physical D/R site with the proper infrastructure.

**L. Risks**

The following risks were identified when developing this Business Case:

- Not being able to continue/conduct normal business functions, e.g., student registration, fee payment, providing student transcripts, DNS, e-mail routing, etc. Without a D/R site
- Without failover capacity and documented processes failover Recovery Time Objectives (RTO) would be extremely unreasonable.



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**M. Business Case Approval**

I have reviewed the information contained in this Business Case and agree this project should continue to the next funding checkpoint, as defined in this document.

|                            |                                       |      |
|----------------------------|---------------------------------------|------|
| Project Owner: Jim Dierich | Name, Title: director Network Systems | Date |
|----------------------------|---------------------------------------|------|

|                          |  |      |
|--------------------------|--|------|
| Project Sponsor: Al Essa | Name, Title: , Associate Vice Chancellor, Deputy CIO | Date |
|--------------------------|--|------|

**Status with Enterprise Investment Management Committee**

Current Status = \_\_\_\_\_  
(Pending, Approved, Deferred, or Rejected)

| REVISION HISTORY |                  |            |             |
|------------------|------------------|------------|-------------|
| Revision         | Description      | Date       | Name        |
| 1.0              | Submitted to PMO | 12/01/2006 | Jim Dierich |
|                  |                  |            |             |
|                  |                  |            |             |