

Project Charters for Fall 2014 Cycle

#	Project Title	Description	Score	Duration	Cost	FTE	Sponsor
1	Gray Screens	This project is critical because SBCCD currently uses a legacy product (Desktop User Interface) that is no longer supported by the vendor. In order to move to the current version (Web User Interface), we need to reprogram many of the current screens and report scripts that users use daily to interact with Datatel to be compatible with Web UI. Along with security and business continuity concerns with being on an unsupported platform, Web UI also provides new features and efficiencies that will help streamline the user experience.	159/280	TBD but will be a significant period of time.	Time and effort	4	Andy Chang/Glen Kuck
2	Processing Scholarship Checks via Colleague	IRS Guidelines require SBCCD to report scholarship and grant disbursements. Currently the process is to manually update student records in Datatel to include scholarship disbursements. Project will automate this data entry process as well as allow staff to review scholarship disbursement information from a central source. Currently using an Excel document for calculations and record keeping.	146/280	80 hours	Time and effort	0	Noemi Elizade/Steve Sutorus
3	Mass Email Solution	This project allows for the automation of a process to gather email addresses of current students and staff from Datatel and allow selected users to email those groups from their Outlook client. The current process is manually done about 50 times per semester and automating it would free up the staff member to be more productive in other areas.	98/280	120 hours	Time and effort	.25	Jason Brady/Glen Kuck
4	Automation of Pre-requisite and Co-Requisite Drops	<p>Currently a student who is taking a course that is a pre-requisite for another course is allowed to register for that other course while taking the pre-requisite. If a student does not pass the pre-requisite course, the unsuccessful student is marked in the system with an asterisk. The change requested is instead of the asterisk, the student is automatically dropped from within Datatel. According to the project requestor, if this request is not met, the earth will cease to rotate on its axis and we will all either freeze or burn to death.</p> <p>This change may be resolved with an upcoming patch from Ellucian. We are currently working to install the numerous patches in the test environment but do not have a definitive answer at this date.</p>	122.5/280	55 Hours	Time and effort	0	Jeremiah Gilbert/Glen Kuck