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| **Rank** | **Project Title** | **Description of Internal Projects** | **Est. Completion** | **Duration** | **Cost** | **Sponsor** |
| **1** | Enterprise Resource Planning (ERP) implementation | The District is going through a process to gain financial independence. A major part of this process is to move off County of San Bernardino Schools systems such as Financial 2000 and EPICS to our own Fiscal and HR ERP. Towards that end, the District has decided to go with Oracle for the Finance module and ADP for HR/Payroll. TESS is tasked with project managing this implementation as well as programming the necessary interfaces between Oracle/ADP to our various internal systems. There will also be a data warehouse implementation as well that ties in various data sources into a central system. | October 2017 | 12 months | Time and materials | Yvette Tram/Jose Torres |
| **2** | Automation of Pre-requisite and Co-Requisite Drops | 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. | August 2017 | 55 Hours | Time and effort | Jeremiah Gilbert/Glen Kuck |
| **3** | Ability for students to audit courses | Implementing course auditing will allow these students a pathway to refresh the skills they need before moving forward with higher level courses. It is believed that allowing auditing of courses for students to refresh skills will increase success rates when the student enrolls in higher level courses | July 2017 | 200 hours | Time and materials | Joe Cabrales/Rebeccah Warren-Marlatt and April Dale-Carter/Ricky Shabazz |
| **4** | Chart of Account (ERP) | With the implementation of the District’s new ERP system there have been district wide changes that need to be reflected in Colleague. The District has chosen to change the Chart of Account string to be more in line with the State’s numbering schema found in the California Community Colleges Taxonomy of Programs.  Currently the colleges create contracts for their hourly and overload faculty that are printed out and sent to payroll. If the system is not updated with the new Account numbers, then they will be wrong on the contracts. Also the changes to the string schema should also be reflected in enrollment fees, financial aid awards, scholarships and sponsorships. | July 2017 | 100 hours | Time and Materials | Yvette Tram/Jose Torres |
| **5** | SLO Cloud Service Area Outcomes | The purpose of this project is to update SLO Cloud to accommodate the entry of data and information related to program-level outcomes of service areas such as EOPS, maintenance, Library, etc…This is necessary for the 2016 follow-up report o ACCJC stating that a newly implemented cloud tool to accommodate service area outcomes was underway. The colleges wish to be able to demonstrate the use of the tool for their Midterm Repot to the commission. Currently there is no common repository for SAOs and every service areas process is different. The process for SAOs is not transparent to the college as a whole. | August 2017 | 240 hours |  | Wei Zhou |
| **6** | BOG Eligibility between campuses | To comply with Title 5 regulations, the District must implement a process to identify students within the district who fail to meet the academic and progress standards for BOGFW and Priority Registration eligibility. This request is made pursuant to the California Code of Regulations, Section 58621(a)(1) - Loss of Eligibility, which states:  "Districts shall adopt policies providing that a student who is otherwise eligible for a Board of Governors (BOG) Fee Waiver shall become ineligible if the student is placed on academic or progress probation, as defined in section 55031(a) or (b), or any combination thereof for two consecutive primary terms "to determine if the student should be disqualified for BOGFW and Priority Registration at the two colleges. The district does not currently have a way to automatically remove BOGFW/Priority Registration eligibility based on the student's probationary status.  Currently, the district is out of compliance with Title 5 regulations. | TBD | 900 | Time and Materials | Joe Cabrales/Rebeccah Warren-Marlatt and Ricky Shabazz |
| **7** | Maxient Student Conduct Software | Maxient software has been purchased to manage all aspects of student conduct, Title IX and Behavioral Intervention strategies for both SBVC and CHC. This software will serve as an integral component at our schools to manage conduct cases, identify students who need early intervention and to communicate effectively with employees across both institutions.  Maxient will be utilized by faculty, staff, managers, conduct officers and mental health professionals. Students will have the opportunity to communicate to a professional about a peer in distress who may need support from the college. Currently both colleges do not have a reliable and shared system that is FERPA compliant and supported by leading industry specialist (atIXa and NaBITA.) This system and the purpose for it is a best practice by colleges and universities. | TBD | 420 hours |  | Raymond Carlos/Ricky Shabazz and Joe Cabrales/Rebeccah Warren-Marlatt |
| **8** | Coding of Residency status | Currently, when students are identified as possible California residents they are imported into the SIS with a residency status code of 80000, which in CCCOMIS refers to international students. As a result, when reporting to the State, Crafton shows an international population of approximately 200 students and Valley 550 students. None of the students are identified as out-of-state. In actuality, District wide there are approximately 30 international students.  Instead of defaulting to a code of 80000 for students who may be a California resident, the DAWG Committee (see January 4, 2017 minutes) wants these students to default to a code of 6XXXX. A code of 6XXXX refers to a US state that is unknown and would provide a more reflection of the students in the SBCCD.  Making the above change is preferable to leaving the system as is; however, if we stop there we will still only be correctly identifying the out-of-state students and none of the international students would be correctly identified. | TBD | 55 hours | Time and materials | Keith Wurtz/Rebeccah Warren-Marlatt |
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| **Rank** | **Project Title** | **Description of Vendor Projects** | **Est. Completion** | **Duration** | **Cost** | **Sponsor** |
| **1** | EPTDAS | This project request comes from CHC as they signed on to be a pilot college for the CCCCO’s Education Planning and Degree audit initiative. This initiative creates a centralized platform that all 112 CCC’s can eventually make use of that encompasses Degree Audit, Ed Planning, Early Alert and Connect. | June 2018 | 12-13 months (vendor and local staff time) | Either grant funded or locally funded by CHC/SBVC | Benjamin Mudgett/Rebeccah Warren-Marlatt |
| **2** | 25 Live | This project is to implement a web based version of 25 Live for both Crafton Hills College and San Bernardino Valley College. the software allows for classroom and event scheduling and through its use, we will have more efficient use of campus space and be able to report on the usage of campus space | September 2017 | 12 months (vendor and local staff time) | $60,000 | Scott Stark/Mike Strong |
| **3** | Colleague customization review | Since we have migrated to Ellucian Datatel/Colleague in 1999/2000, there have been hundreds or even thousands of customizations done to the system to support college and IT processes. As we prepare to investigate newer Software-as-a-Service platforms for our student information system such as Oracle and Workday, we need an assessment of all the customizations currently done in our system that we are actively using so we can accurately access if the required functionalities are in these other offerings out there.  This project will require a programmer with knowledge of Colleague to go through all of our customizations, document them as to what they do, do we still use it etc. and provide a report with all of the customizations.  This report can then be used as we evaluate other student information systems from other vendors. This report will be shared with the DAWG committee which comprises of student services, instruction, faculty and researchers.  If this project is not accepted, TESS and DAWG will not be able to fully evaluate the necessary functionalities needed in prospective SIS's and therefore cannot adequately ensure business continuity if SBCCD were to migrate to a different SIS. | July 2017 | 5 months | $70,000 | Andy Chang/Glen Kuck |
| **4** | District Website Redesign | The district website has not been updated with a new design in at least 7 years. The redesign will give the district website a new look, feel and features. Funds were identified for this through program review | TBD – need to find a vendor first | 200 hours |  | Jason Brady/Jeremy Sims |
| **5** | CAI | This project (Common Assessment Initiative) is a joint project request by both colleges to transition from our current assessment platform, Accuplacer, to the state developed tool CAI. Needed from the TESS team is single sign-on functionality as well as the integration of assessment data in Colleague. And then based upon those assessment scores, the necessary equivalencies need to be setup in Colleague so students can register for the appropriate course(s) | TBD | 190 hours |  | Kirsten Colvey/Rebeccah Warren Marlatt and Marco Cota/Ricky Shabazz |
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| **Rank** | **Project Title** | **UNPRIORITIZED PROJECTS + NEW REQUESTS FOR Summer 2017** | **Est. Completion** | **Duration** | **Cost** | **Sponsor** |
| **0** | CCCApply Import Automation | Currently, student admission applications are downloaded and processed three times daily by the Admissions & Records Staff. A&R staff must manually process application batches and correct any errors in each batch before the applications can be fully imported into Colleague to have a student ID number assigned. If errors exist in the batch, it may take up to one full business day to correct the errors and complete the import process.  The current import process creates a delay in processing applications within the batch that do not have errors. Delays in processing applications prevent students from moving on to the next step in the enrollment process which could deter students from attending the college. | **Tabled** |  |  | Joe Cabrales/Rebeccah Warren-Marlatt and Ricky Shabazz |
| **0** | Local Educational Agency (LEA) Medi-Cal billing program | SBVC and CHC Student Health Services are applying for LEA Provider Enrollment in the LEA Medi-Cal billing option program with the California Department of Health Care Services. Once approved by the state for this Medi-Cal program, the colleges will be able to receive some supplemental income for some of the services we provide. The colleges are contracting with MBT to help with the billing for this program and MBT will need Colleague student information uploaded to them so they can determine which of our students are eligible for Medi-Cal billing | **Tabled** |  |  | Elaine Akers/Ricky Shabazz and Joe Cabrales/Rebeccah Warren-Marlatt |