Project List for Spring 2018 Cycle

Rank	Project Title	Description of <u>Internal</u> Projects	Est. Completion	Duration	Cost	Sponsor
1	Enterprise Resource Planning (ERP) implementation/Data Warehouse Project	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.	July 2018	24 months	Time and materials	Yvette Tram/Jose Torres
2	Data Warehouse implementation	This project is to implement a district-wide data warehouse that researchers from both colleges and district can utilize to create dashboards, reports and other tools that aide in informed decisions. This project entails integrating data from various sources such as our student information system and our fiscal enterprise resource system.	August 2018	500 Hours	Time and effort	Keith Wurtz, James Smith, Jeremiah Gilbert, Jose Torres/Andy Chang
3	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.	TBD	100 hours	Time and Materials	Yvette Tram/Jose Torres
4	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	April 2018	240 hours		Keith Wurtz/Wei Zhou

		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.				
5	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.	April 2018	900	Time and Materials	Joe Cabrales/Rebeccah Warren-Marlatt and Ricky Shabazz
6	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.	March 2018	55 hours	Time and materials	Keith Wurtz/Rebeccah Warren-Marlatt

		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.				

Project List for Spring 2018 Cycle

Rank	Project Title	Description of <u>Vendor</u> 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	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.	April 2018	5 months	$70,000	Andy Chang/Glen Kuck

Rank		Description		Est. Completion	Duration		Sponsor
3	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			200 hours		Jason Brady/Jeremy Sims

Rank	Project Title	Description of NEW and Non-Addressed Projects	Est. Completion	Duration	Cost	Sponsor
0	To Be Announced (TBA) hours in online schedules	The issue with the appearance of TBA hours in the schedule. Specifically, in the XSCH report, and irregularly Webadvisor and eSchedule, total TBA hours (get divided by the number of weeks the class is offered) and appear as weekly hours. This is misleading to students and is in violation of TBA requirements. We are expected to inform students of Total TBA hours they should expect to complete in order to successfully meet the class requirements.	June, 2018	120 hours	Time and Materials	Kathy Bakhit/James Smith
0	SLOCloud enhancement – track at student level	In order to address Standard IB6 and improve student success by informing teaching, learning, and curriculum Crafton faculty have identified the following categories to disaggregate student learning outcomes data by: delivery mode (online, face-to-face, hybrid), section length (number of weeks, short-term), and section specific strategy (linked, compressed, SLA, LCs, etc.). All of this information is currently available in the SLO Cloud. However, faculty also identified the following: gender, ethnicity, and economically disadvantaged status. In order to be able to track outcomes by student demographics the SLO Cloud needs to be enhanced so that SLO results are tracked at the student level, not just at the section level, while at the same time providing the option to enter outcomes results at the section or the student level.	TBD		Time and Materials	Keith Wurtz/Wei Zhou

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0	CourseLeaf	SBVC has an outdated process in regards to it's curriculum and catalog. Faculty enter their curriculum into CurricUNET after receiving approval from the Curriculum Committee and the Board of Trustees. A member of the office of Instruction then enters the data at the State Chancellor's office. The Schedule/Catalog specialist then takes what was board approved and manually enters this into the catalog which is currently a Word document. With the high number of proposals the Curriculum Committee reviews and approves each semester, items get lost in the work flow. SBVC is looking to procure/implement an Electronic Catalog, Curriculum and Scheduling management software system to help automate and streamline the workflow	**TBD**	**120**	**$19,200**	**James Smith/Dianna Rodriguez**
0	CHC Math Multiple Measures	AB 705, which takes effect on January 1, 2018, requires that colleges use evidence-based multiple measures for placing students and that when high school transcript data is difficult to obtain the community college uses self-reported high school information. In addition, the math faculty have been researching the effectiveness of multiple measures to place math students and have developed placement rules based on this research. Equally important, the math faculty have also created new curriculum and placement rules. Accordingly, some of the programming in Colleague will need to change in order to account for the changes in curriculum and the placement rules mandated by law.	TBD	80 hours	$4000	Keith Wurtz/Rebeccah Warren-Marlatt
0	Common Assessment Initiative	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	TBD	190 hours		Kirsten Colvey/Rebeccah Warren Marlatt and Marco Cota/Ricky Shabazz

		need to be setup in Colleague so students can register for the appropriate course(s)				
0	Automatically Enroll from Waitlist	Crafton Hills College did not meet its enrollment targets last year and has been exploring methods for increasing enrollments and making the process easier for students. One of the strategies, to help provide students with a more user friendly experience with wait lists, is the ability to have students automatically enrolled in a section when they are on the wait list for the section and a seat becomes available. Accordingly, when a seat becomes available, the first student on the wait list is automatically enrolled and an email is sent to the student	TBD	50 hours	Time and materials	Keith Wurtz/Wei Zhou
0	Processing Scholarship Checks via Colleague	Process scholarship checks in the same (or in a similar) manner as Federal and State grants. Colleague is already setup to disburse grant and refund checks. Need to explore how we could add scholarhip check disbursements to a list of check disbursements already being handled through Datatel				
0	Zero Text Book cost icons shown in online catalogs	This project has to do with Senate Bill 1359 which requires California Community Colleges and California State Universities and requests the University of California system to include a symbol/logo in the online campus course schedule by January 1, 2018 for courses that exclusively use digital course materials that are free of charge to students and therefore not required to be purchased. The California Community Colleges Chancellor's Office Academic Affairs and Communications divisions collaborated to develop a zero textbook cost symbol/logo. The California postsecondary education systems will have the option to use the attached symbol/logo to comply with SB 1359. The symbol/logo promotes the selection of textbooks that will result in cost savings for students.	January 1, 2018	55 hours	Time and Materials	Kathy Bakhit, James Smith
0	Deduct student enrollment fees from Financial Aid	SBVC and CHC would like to start the process to deduct a student's enrollment fees from their financial aid, more specifically PELL grants. The goal is to deduct all	TBD	60 hours	Time and	Rebeccah Warrant-

					Materials	Marlatt/Scott Thayer
		fees prior to disbursement so the student will only receive money if there is any left after all enrollment fees are subtracted.				
0	Preferred Names on Rosters/Canvas/Starfish	Currently faculty rosters list only students' legal names which often times in the case of transgender students, does not match their gender identity. By having faculty call students by these names, i.e. attendance or during the first days of classes, transgender students have to make the choice if they respond or not, potentially forcing a "coming out" they were not ready to make and therefore making themselves vulnerable to their peers' comments and judgements. A recent Dear Colleague letter from the DOE states, "Under Title IX, a school must treat students consistent with their gender identity even if their education records or identification documents indicate a different sex. The Departments have resolved Title IX investigations with agreements committing that school staff and contractors will use pronouns and names consistent with a transgender student's gender identity. (http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201605-title-ix-transgender.pdf). Our colleges must adopt processes that promote inclusivity and that communicate acceptance to every student	TBD	100 hours	Time and materials	Rebeccah Warren-Marlatt/Scott Thayer