Banner Project Priorities from Cabinet as of August 2007

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
GROUP 1 - Primary Projects	**GROUP 1 - Primary Projects**	
1. State MIS Data, HR Staff & IPEDS Reporting: Extensive reporting is required for the State Chancellor's Office and other agencies throughout the year so Banner extracts from all the modules (Student, Financial Aid, Finance, and Human Resources) with corresponding reporting are submitted electronically. As the Banner System changes, these Banner extracts need to be modified accordingly. ITS is reviewing with users all the Banner data elements required and reprogramming the processes for improved efficiencies and to include new audit reporting features on a monthly basis for better monitoring. **PERSON(S) RESPONSIBLE:** ITS, HR, Student Services, Academic Services, Business Services, Financial Aid	Design completed for Student, Fin Aid, and HR specifications. Programming completed for Fin Aid and Student. Pending HR portion. Project on hold since Sungard is redoing all MIS Reporting as part of CA Solution Center. ITS is reviewing in-house modifications instead of waiting for the CA Solution Center.	In Process- Hold for Sungard CALB In-House Mods June 08
2. Convert TOP Codes from Edition 5 to 6: The State Chancellor's Office periodically provides updates to the TOP codes utilized for course instruction categories. Some updates are more major than others as in the case of the conversion to edition 6. **PERSON(S) RESPONSIBLE:** ITS, Student Services, Academic Services, Business Services	Conversion Completed for all Academic Top Codes in 2005/06. Colleges do have some codes incorrectly used that could not be converted. Did not convert 6xxxx accounts.	Complete
3. Room Scheduling Software - Scheduler 25 or Astra (BOND): Academic and events scheduling software integrates with Banner and provides online real-time management of the facility utilization throughout the campuses. In addition to the construction benefits, the Room Scheduling will enable the colleges to increase enrollments by maximizing the space on campus. The inventory capabilities for the rooms will also ensure that the right equipment is available for all the disciplines. The automated systems optimize campus facility use by comparing section/classroom scenarios, assigning classes to rooms, producing detail reports of the results, and providing "what if" simulations for planning purposes. **PERSON(S) RESPONSIBLE:** ITS, Academic Services, Student Services, Business Services	Evaluated CollegeNet & Astra products through demos and team unanimously selected CollegeNet. Installed CollegeNet "Room Scheduling" package - Schedule 25, Resource 25 in Jan 2007. Complex install since involves 5 discrete servers. Implementation teams for Academic Scheduling done in Feb- LPC and Chabot complete. Preliminary Events Scheduling Overview done on April 10-11. Schedulers for events will resume work in Summer to input data to system with remote vendor assistance as needed. Once all college data is loaded for both Academics & Events, then training will follow. Formal training by vendor for Academics Schedulers completed the week of July 25. Additional onsite training planned for week of September 14 for both Academics and Events Schedulers. Plan to use Academics portion in parallel for Spring 2008 Schedule. In Nov 07, Schedulers will use system live to generate Summer and Fall 2008 schedules. Training for General Use Query for all users will be scheduled after Academics and Events core groups are live. Subscription to ASP service for X25 for analysis and comparative studies to be turned on once all live data loaded and approved	In Process Academics Oct-Dec 07 Events Oct-Dec 07 $162,383 SW, Consult, Train

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
4. <u>Crystal Reports Adhoc Reporting:</u> Banner provides standard reports for all modules within the baseline product, including the ability to download to Excel if desired. ITS has created many custom reports for users to control, but the parameters for these custom reports are fixed. Users have a requirement for an ad-hoc reporting tool to supplement the Banner System that allows them to define the variables for data extractions and to create their own formats for the output reports. <u>PERSON(S) RESPONSIBLE:</u> ITS, HR, Student Services, Academic Services, Business Services, Financial Aid	Installed Business Objects Web product for ad-hoc reporting in November 2006. Complexity is the installation and the setup of Banner views for users. Major effort is to setup views with user groups before can use the product. First group to define and setup Banner views and pilot product is FIN Aid which ITS began working with in January 2007. Using Fin Aid as the pilot group, training materials for the Web Intelligence Product were developed and posted on the Banner Web page. Concurrently in May, ITS began working with the next user groups - Finance, followed by HR. The current activity with both Finance and HR is definition and design of the views needed and initial training on the product. ITS will continue working with the 3 groups - Fin Aid, Fin, and HR - in parallel to get core users operational on the adhoc report tool. Once these groups are operational, ITS will then address the Student area.	In Process Finance & HR May 07-Feb 08 All User Depts by Aug 08 $39,600 Software, Other Internal
5. <u>Automate Timesheets:</u> The Banner System contains a Web for Time Entry module that automates the manual timesheet to place all the functions related to the submission of timesheets online. Timesheet hours are submitted by exception only for vacation, sick leave, etc. The module also tracks online Leave requests for employees approved in advance. Employee and management approval for all activity is tracked online with online queries and reporting available. Migration to the online timesheets will be done by job category and each step will shorten the timeframe for Payroll processing. <u>PERSON(S) RESPONSIBLE:</u> ITS, HR, Payroll Business Services, College Management and Deans, District Management	Installed Timesheet module. Reviewed with HR, Payroll, College, and ITS team all the functionality and how CLPCCD would implement in Summer 2006. Project placed on hold due to Payroll and HR staffing. As of April 2007, just waiting for available Payroll staff to continue process. ITS has completed the technical tasks to create new calendar for Web entry and continues testing of the Payroll interface. After Banner 7.3 upgrade in July 2007, reconvene user committee with reps from HR, Payroll, and ITS to come up with a implementation plan and schedule for the first phase (excludes faculty & hourly).	Hold 1st Phase Nov 07-Mar 08 2nd Phase Apr 08-Dec 08
6. <u>Web for Faculty - Needed for Waitlist:</u> In order to provide online Web services for the Faculty, CLPCCD had to purchase an additional Banner module, Web for Faculty, which is part of the Banner suite for Self-Service features through the Web. Web for Faculty provides online services to faculty and advisors for updating personal information, entering grades, viewing courses rosters, managing course enrollment, and viewing course load and schedule. This module now gives the Faculty comparable online capabilities as the students have with CLASS WEB; however, the faculty module provides a more comprehensive view by course. <u>PERSON(S) RESPONSIBLE:</u> ITS, Faculty, Student Services, Academic Services	Installed Web for Faculty. Committee meetings held Nov & Dec 2006. Release of Query functions for faculty March 2007, also includes Web for Employee. Updates for grades have Pilot planned for May 2007 & Summer 2007 with full operation in Fall 2007 where grades are done in Nov/Dec. ITS mod for "drop" sheets was included in the Pilot. Spring 2007 Pilot completed and post-implementation review was done in June with good feedback from participants. Faculty volunteers for Summer Pilot were selected and in process. ITS added a custom "Mid Term Progress Report" to the system and a section for Retention comments from faculty and follow-up actions. Pending item to be addressed with user committee is the update of "office hours" where both procedures and screens need to be finalized. Review of potential to transition to Waitlist requested by faculty in DEMC. Waitlist review vs. Add Authorizations to follow Web for Faculty due to dependencies. Will evaluate benefits for both methods to decide which is best for CLPCCD with either the Kern CCD Waitlist customization or the new Sungard CA Solution Center version.	In Process Pilot Mar 07-Aug 07 Live Fall 07 (Nov 07) $76,700 Software

Banner Project Priorities from Cabinet as of August 2007

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
7. Administrative Justice Instructor Tracking: Specific programs at the colleges such as the Administrative Justice program utilize several unique features which are different than the standard Banner setup for course tracking and assignments. CLPCCD will review all Banner features to determine what can be used within the Banner System so that current manual activity that the Deans perform outside of Banner can be eliminated. PERSON(S) RESPONSIBLE: ITS, HR, Academic Services	Review and analysis of Banner options available to use for Administrative Justice done with T. Miller & S. Davidson and ITS. Deferred due to HR and Payroll staffing changes. Plan is to enter AJ as LPC assignments in Banner and then use existing tools to report as do the rest in Banner for step increases, MIS data, and labels. Need an org or acct code to differentiate from other assignments.	Hold
8. Student Degree Audit (Degree Works instead of CAPP): The colleges need a web-based tool that provides an academic advising and degree audit solution that helps students with their curriculum requirements. The students need a better automated method to guide them through the college degree requirements and help them work with counseling on their path to graduation. The colleges can define and track general education, core, major, minor, and concentration requirements as well as mandated competencies, remedial courses, and test scores. Once the program requirements are defined, students with their advisors can generate detailed student education plans. Additional capabilities for "what if" and "look ahead" features show students the impact of every academic option. PERSON(S) RESPONSIBLE: ITS, Student Services, Counseling, Academic Services	Sungard vendor is currently reviewing CAPP and looking at Degree Works alternative as possible improved solution. ITS and Banner users got more information on this topic from SCT Summit. Good reviews from CLPCCD Summit attendees. Demo done for CLPCCD Counseling on April 5 to evaluate product features. Consistent good reviews on the product in comparison to the previous CAPP which other colleges have had difficulty implementing. Banner colleges now selecting Degree Works in lieu of CAPP due to features and implementation. ITS got vendor pricing for product to reserve future funding if proceed with this alternative. After evaluating Degree Works and colloborating with other California Community Colleges going in that direction, the final decision was to proceed with this solution for CLPCCD. The purchase of hardware and software is in process to first complete the technical setup and installation. Degree Works project is on a fast track for implementation within a 6-9 months timeframe.	**In Process Install/Setup Oct 07-Mar 08 Student Process Jan-May 08 Admin Process June-July 08 Live Summer 08 (Aug 08)** **$140,340 SW, Consult, Train**
9. Third Party Products - SARS, STARS, PE: The colleges use third party products to track positive attendance (SARS-TRAK and STARS) and counseling appointments (SARS-GRID). ITS works with each of the colleges to ensure the same releases of the software are maintained at both campuses. ITS reviews new software products within the SARS suite as new products are introduced. Two such modules are the web-based e-SARS that allows remote access to the SARS systems on campus and SARS-CALL that provides an automatic call capability to students for Counseling and A&R. PERSON(S) RESPONSIBLE: ITS, Student Services, Counseling, Academic Services	No consolidation of servers required as of yet. Both colleges use SARS for Counseling and are at the same release and have purchased the new WEB e-SARS to provide online appointments. New module SARS-CALL for interface with SARS-GRID for Counseling was recently purchased. Both e-SARS and SARS-CALL are in the process of installation.	**In Process June 07-Nov 07** **Colleges Purchased SARS**

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CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
GROUP 2 - Secondary Projects	**GROUP 2 - Secondary Projects**	
10. Web for Finance (Includes Budget): The Banner System contains the Web for Finance module that provides web-based services for Finance information such as budgets, expenses, requisitions, and approvals. This module now provides remote access to the Finance Banner data which was restricted previously to campus access. Capabilities include online queries and reporting for budgets vs. expenses, budget transfers, budget worksheets, purchase orders, and requisitions. The module also contains custom query features that give the users control over the data fields extracted and calculations desired. **PERSON(S) RESPONSIBLE:** ITS, Business Services, College Management and Deans, District Management	Installed Web for Finance and released to Business Services staff at District and Colleges in Nov/Dec 2006 who will review and determine timeline to release to other groups. Includes all queries for Budgets and Expenses. Web for Finance Queries were released to other users besides Finance starting in April 2007 and training at Chabot was completed in April/May. Training for District personnel is scheduled for July/August. Still pending training for LPC personnel. Module also includes update functions for Budget Transfers, Budget Worksheets, and Requisitions/PO's. Budget Manager currently using Budget features. Users to determine Timeline to release to users outside Business Services at Colleges and District. The requisitions functions need new policies/procedures from Purchasing before it can be released to other groups. No Purchasing activity will be done on these procedures until after the year end close due to limited staff resources. Chabot has requested to extend the Banner requisition input (not Web version) to other personnel so this training was done in June. In Fall, ITS will implement monitoring tools to track user usage on this module.	In Process Finance Oct 07 Budgets Dec 07-Feb 08 Online Reqs Oct 07-May 08
11. Enrollment Management Custom Web Tool: ITS developed an in-house Enrollment Management System which has been used for several years with very effective results. Users want to have web-based services for this in-house system which would require a total rewrite of the system to be compatible with the Web HTML format. **PERSON(S) RESPONSIBLE:** ITS, College Management and Deans, District Management	No action to-date except revisions as requested to the current Enrollment Management tool using Access. Related to new project for "Contact" System for Marketing Efforts below. New SCT Sungard Enrollment Management Suite may be a good solution to replace this Enrollment tool plus address the Recruiting and Retention objective.	Defer
12. Accounts Receivables Reconciliation: The Banner Accounts Receivable module is impacted by activity within other Banner modules so Business Services monitors the Receivables and takes action where appropriate. ITS provides needed reporting and data extracts as required. **PERSON(S) RESPONSIBLE:** ITS, Business Services	ITS continues to work with Business Services on Accounts Receivables and balances for past years, reviewing and reconciling as needed.	In Process On-going as needed
13. Applicant Tracking: HR has a requirement to automate many of the manual tasks performed either through better use of Banner or through other third party products if appropriate. HR needs an automated web-based system for accepting and processing employment applications. In addition, HR needs an automated system to perform administrative tasks related to the management processes involved with employee re-classifications and position descriptions. **PERSON(S) RESPONSIBLE:** ITS, HR, College Management, District Management	Other third party products besides Banner were reviewed to provide online services through the Web. Human Resources selected PeopleAdmin which is a partner with our Banner vendor, Sungard. An ASP model was selected where hardware and software is provided at the vendor site. Personalization of the system is done by CLPCCD with the vendor's assistance. Baner interfaces will be developed by the ITS staff.	In Process Nov/Dec 07 HR Purchased - $38,500

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
14. Strategic Cost Management System - KH Consulting: ITS completed new data extracts and reporting to support the KH Strategic Cost Management initiatives. Recommendations were made to possibly automate these new processes further. CLPCCD management determined that would not be necessary in light of some of the other new Banner Projects planned. **PERSON(S) RESPONSIBLE:** ITS, College Management, District Management	No action to-date. Current reports used before are still available and the new Crystal Ad-hoc reporting could be used to allow users to develop their own custom reports. Consensus was no need for new system as originally defined.	Defer
Not ranked - Schedule as Needed:	**Not ranked - Schedule as Needed:**	
15. Review of Document Imaging Systems (BOND) CLPCCD requires a district-wide Document Management System that has the capability to scan documents such as student transcripts, employee applications, vendor invoices, and other Finance or Financial Aid documents, and to store these documents through an indexing mechanism for retrieval. Due to the large volume of paper that is stored at the colleges and district, this would not only archive documents for easy access or update, but would eliminate wasted building space used for document storage. PERSON(S) RESPONSIBLE: ITS, HR, Student Services, Academic Services, Business Services, Financial Aid	No action to-date. Initial step is to do vendor demos and select a product solution. Implementation is anticipated to be a major effort due to the complexity of these types of systems and the extensive user involvement required since this system impacts all departments. Major task for college representatives and ITS who are already fully occupied on the other Priority Projects above. SCT Sungard Web Xtender to be reviewed as well as other vendor products such as Hershey.	No Action June 08-Feb 09 $275,000 SW, Consult, Train
16. Upgrade from Banner 6 to 7 (first window Dec 2005 - defer to April 2006) NOTE: ITS PRIORITIZED WITHIN GROUP 1 BASED ON RESOURCES AND LEVEL OF EFFORT, THEN SAME WITHIN GROUP 2.	Completed April 2006 as planned. Patches have been applied as needed. Deferred any significant upgrade to 7.3 until forced to by Financial Aid (See #21 below) NOTE: ITS PRIORITIZED WITHIN GROUP 1 BASED ON RESOURCES AND LEVEL OF EFFORT, THEN SAME WITHIN GROUP 2.	Complete

District Strategic Plan - Appendix A

Banner Project Priorities from Cabinet as of August 2007

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
Priority Projects Added by Cabinet in 2006 (After June 2005 Initial List):	**Priority Projects Added by Cabinet in 2006 (After June 2005 Initial List):**	
17. EPOS Credit Card Payment: CLPCCD needs a new vendor to provide a full payment option for student registration and fees paid through credit cards. The vendor must have processes already in place that also complies with the new federal regulations for credit card processing which the prior vendor Touchnet did not provide. **PERSON(S) RESPONSIBLE:** ITS, Student Services, Business Services	Completed - full credit card payment uses EPOS.	**Complete**
18. FACTS Deferred Payment Plan: There is an additional need to provide some "Partial Pay Installments" plan for students where the "Full Pay" option is a financial burden. The combination of the full pay and partial pay installment plans gives maximum flexibility to the students resulting in increased enrollments and retention. **PERSON(S) RESPONSIBLE:** ITS, Student Services, Business Services	Completed - installment payment plan uses FACTS	**Complete**
19. Luminus by Sungard (Portal, Single Sign-on, Student Email): As more web-based applications are introduced into the District environment and supplemental interfaces to the Banner System increase, the need for a more centralized portal solution is necessary. Sungard's product "Luminus" provides the automatic links from Banner to other applications through the portal with the appropriate security. Luminus also allows for a single sign on solution no matter what supplemental system is being accessed. In addition, Luminus provides the software to make student email available for all registered students so that email can become a substitute for mailers, thus improving the timeliness of communications . **PERSON(S) RESPONSIBLE:** ITS, HR, Student Services, Academic Services, Business Services, Financial Aid	Purchased Luminus. Very complex install due to multiple components requiring 5-6 servers. Working with SCT vendor on the consultant resources to install Student Email first, which is not the standard install. SCT resources were tied up through April due to a March upgrade to Luminus that existing customers are implementing. Current schedule for initial install was May 2007. Sungard vendor is still working on the final installation with the ITS staff which has turned out to be more complicated than expected. Estimated completion is August. A user committee will be formed to develop an implementation plan for student email after the Banner 7.3 upgrade in July. Anticipated date for availllability of Student email is Fall 2007 to do a pilot group at both colleges, followed by full operation in Spring 2008. Student email initially plan to be used by A&R, Fin Aid, and faculty for correspondence. After email, ITS will work with Sungard on the other major features for portals and single sign-on features which will require heavy user involvement, so a separate user committee will be formed.	**In Process** **Email Pilot Sep - Dec 07** **Student Email Live Jan 08** **Portal Oct 07-Aug 08** **$253,560 SW, Consult, Train**
20. E-LUMENS Student Learning Outcomes: Colleges needed an automated tool to track and evaluate student learning outcomes. The system needs to interface with Banner for courses offered in order to collect statistical measurements of student assessments for those courses. The system should be accessible on campus and remote access through the Internet is highly desirable for faculty. **PERSON(S) RESPONSIBLE:** ITS, Student Services, Counseling, Academic Services	Software purchased by LPC for Student Learning Outcomes in 2006. Server installation is complete at LPC. Chabot reviewed software with the vendor for their usage and possible license terms. District received OK to purchase for Chabot and then will require centralized server to service both colleges. Chabot notified vendor week 3/12 to do local demo and provide pricing for Chabot. Vendor pricing received in May and new software agreements were processed to accommodate both colleges. District funded Elumens for both colleges. District negotiated with vendor to receive discount on Chabot's software fee and to defer annual maintenance until June 2008 for both colleges, giving LPC a year extension on their services at no costs.	**In Process** **LPC June 06** **Chabot Aug 07** **$26,000 SW, Train**

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Banner Project Priorities from Cabinet as of August 2007

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
21. Banner 7.3 Upgrade	Required to adhere to the Financial Aid regulatory requirements including the new CalWorks. MUST complete by July 2007 to meet the August deadlines for Fin Aid. CalWorks has new state MIS data reporting requirements due in August 2007 which affect funding. CalWorks has been tested and will be put into production earlier in mid-June to allow for user training to meet state deadlines. ITS staff has reviewed release updates for the remaining Banner modules and is applying local mods. User testing of new release has already started in Financial Aid and will be extended to other user groups by mid-June. Cutover completed July 7-8.	Completed July 07
22. <u>Online forms:</u> CLPCCD needs a short term solution to automate some common forms utilized by the colleges and district for centralized storage to facilitate access. Initial requirements are to provide PDFs on the Web where data can be entered and routed. This interim solution is very basic and does not provide the advanced indexing with update and retrieval capabilities that a comprehensive Document Imaging System includes. <u>PERSON(S) RESPONSIBLE</u>: ITS, HR, Student Services, Academic Services, Business Services, Financial Aid	Purchased Omniforms and installed. Low cost solution to start putting forms online. College reps identified first set of forms to automate. Excluded forms that will be addressed in Banner Projects such as Timesheet where Banner will have full automation and integration. Cabinet reviewed list and provided additions/changes. First phase creates PDF files for query, fill in form online, and email capabilities. Not a replacement for a Document Imaging System, since does not include electronic signature or mass storage of documents.	In Process Phase 1 Web Access - Sep 07 Phase 2 On-going Add forms

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Banner Project Priorities from Cabinet as of August 2007

CABINET FINAL PROJECT PRIORITIES PROJECT DESCRIPTIONS PERSON(S) RESPONSIBLE	ITS ACTION PLAN ITS STATUS AS OF 7/31/07	PROJECT STATUS TIMELINE ESTIMATED COST (EXTERNAL)
Priority Projects Requested by VPs/Vice Chancellors after Sept 2006:	Priority Projects Requested by VPs/Vice Chancellors after Sept 2006:	
23. <u>Purchase Card:</u> Procurement has identified substantial benefits for migrating to credit card purchases for low dollar requisitions. Credit card limits will be enforced for a maximum which will be below the capital asset guidelines. Banner interfaces will be customized to electronically generate vendor payments when credit card statements are received. <u>PERSON(S) RESPONSIBLE:</u> ITS, Business Services, Procurement, College Management, District Management	Initially, this was not an ITS action. Business Services has determined that they cannot implement this credit card feature without having a custom interface to Banner from the outside credit card vendor so that there is no manual input required. ITS will have to write their own interface in conjunction with the credit card company. Will use P-card portion from Banner + custom code. Statistics were compiled that showed 70% of the requisitions were below $1,000 which proves that the Purchase Card has a greater benefit than the online requisition.	In Process Pilot Apr 07-May 08 Implement June 08
24. <u>Parking Permits:</u> Colleges needed an automated Parking Permit system that would facilitate the payment of student fees and include a provision for financial aid students. Banner interfaces will be customized to download student data to the Parking Permit system. Provisions for the creation of parking permits and the tracking of the issuance of these permits needs to be available. PERSON(S) RESPONSIBLE: ITS, Student Services, Business Services	ITS completed some custom Banner screens to allow students to request Parking Permits online. Reviewed by colleges who are now looking at vendors to provide the actual parking permits. Users reviewed BossCars vendor software package with other vendor to provide permits. Users also evaluated other competitive vendors - T2 and Credentials, comparing functionality, Banner interface, and pricing. Colleges decided to proceed with a vendor package based on cost benefits and functionality. If proceed with package, it will still require support from ITS for hardware server, software install, upgrades, and custom Banner interfaces. Expect new system implementation in Spring 2008. Formal RFP was issued in May 2007 to competitive bid and responses were received back. Responses were received from BossCars, T2, and Credentials, the 3 vendors that had presented demos to CLPCCD in the past. These responses were reviewed by a team with representatives from Security and ITS and BossCars was the vendor selected.	In Process Cutover Register Nov 07 Colleges Purchased
25. <u>Prolog - Bond Project Management System:</u> Prolog software is used by Bond Facilities to track the new construction and renovations for all Bond projects. The current Prolog setup was a separate system with no automatic Banner interface. A custom Banner interface will be programmed to electronically send purchase order and payment data to the Prolog system so manual input is eliminated. This capability reduces the need for data reconciliation between the two systems. PERSON(S) RESPONSIBLE: ITS, Facilities, Business Services.	All work supported by DMJM staff for Bond in the past needs to now be supported by ITS as requested by Vice Chancellor of Facilities. Includes Prolog with custom interface to Banner System for data to/from the Bond System. Also includes creation and support for FTP server and server for DMJM files with appropriate backups. ITS has completed the FTP server installation and backups. ITS completed the installation of the Prolog server. Banner extracts for Finance data to support the Prolog System are in process by the ITS analyst in conjunction with the Rotech consultant who provides Prolog support.	In Process June 07-Oct 07 BOND - Facilities Purchased
26. <u>Upgrade to M&O Work Order System:</u> Facility requests performed by Maintenance & Operations are tracked via an automated system. Upgrades to the system are required to make it web-based that allows remote access for college and district staff. <u>PERSON(S) RESPONSIBLE:</u> ITS, Facilities	M&O requested upgrade to vendor software Goglobal that provides the Work Order System. This project requires local support for install and upgrades from ITS. Enhances SPMMS (School Preventive Maintenance Management System) to provide online Web access for users.	In Process Live Aug 07 Facilities Purchased

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27. "CONTACT" System for Marketing Efforts at Colleges: CLPCCD needs an automated tracking system that would be a comprehensive and integrated solution to address marketing contacts, recruitment efforts, enrollment projections, and retention. The system should provide a full cycle to measure performance and identify areas needing improvements. PERSON(S) RESPONSIBLE: ITS, Marketing, Student Services, Academic Services, College Management, District Management	PIO and Colleges requested that ITS review what Banner can offer for tracking Contacts for Marketing and Recruitment efforts - look at what we have today and/or what new modules Banner may have that we could purchase. ITS saw briefing at SCT Summit on the NEW Enrollment Management Suite which addresses recruiting, enrollment, and retention. Does include Contact management, campaigns, and performance measurement. Technical features include workflow, email capability, and students can create own Portal webspace. Requires purchase of new modules - recommend to Sungard that they do demo for Cabinet to evaluate i this solution satisfies CLPCCD requirements. Also requires that Luminus is already installed for the portal and email support for the EM suite. In July 2007, District ITS developed a basic Retention Comments feature within the Web for Faculty module in Banner so faculty can refer students and the Retention staff at the colleges can document the results of their follow-up with the students.	No action Retention Comments - Sept 07 Oct 07-Oct 08 Cost TBD - Estimate $350K-$450K
28. Benefit Bridge for Human Resources: District wants to provide online capabilities for full benefit coverage. Banner interfaces are required to establish the initial baseline for the Benefits Bridge system. PERSON(S) RESPONSIBLE: ITS, HR	Develop a custom Banner interface to send data to the vendor system, Benefit Bridge, for full time employees and retirees to create a supplemental system to track benefit changes. Banne will still be used by HR to store benefits data for usage in Payroll processing and deductions.	Complete
29. Need for new Sub-system to support the TRIO program: Custom Banner screens and reports were needed to satisfy the new TRIO program in compliance with federal guidelines. A Banner solution was preferable to a stand alone system since many of the TRIO data elements being tracked are similar to other Special Services already tracked in Banner such as EOPS. PERSON(S) RESPONSIBLE: ITS, Special Student Services	Develop screens for Data Entry of TRIO data into Banner and create new reporting to satisfy regulatory requirements. Combined with other Banner functions customized by ITS staff for EOPS and CARE to accommodate unique data entry requirements for this TRIO program. Initial reporting provided and then major modifications were required based on government changes. Primary phase completed, but subject to updates if change in regulations occur.	Complete
30 Financial Aid upgrades to Banner System	Updates to the Banner Financial Aid module occurs at least 4-6 times per year to remain current with the mandated regulations. These upgrades or patches are above and beyond the standard Banner upgrades that are completed for all modules. Financial Aid drives the schedule for the other Banner module upgrades which must be done to support the Financial Aid software releases. These Financial Aid upgrades have increased in complexity since Banner 7.0 release.	Complete
31. Convert to California Version of Banner Baseline	CA Solution Center is providing a CA specific version of Banner called CALB. The goal of the CALB version is to reduce our local mods that we need to make and to come up with a product that more closely matches CCC needs. CA specific reporting and processing logic unique to CA will be added to the CALB version. Therefore, it is mandatory to move to CALB version in the future. The Banner 7.3 upgrade is a prerequisite. Next step will be to evaluate CALB changes and develop implementation plan to convert to CALB which may include processing and/or policy changes. Assessment to be done by ITS on whether to do CALB as part of Banner 7.3 release or future Banner 8.0 release.	No action July 08 -Dec 08

Summary of Source Documents Used to Determine Banner Project Priorities

CABINET FINAL PRIORITIES AS OF 7/31/07 ITS RESEQUENCED GROUPS 1 & 2	Status Code	Cabinet Priority	KH Consulting	District Strategic Plan	School Services (FIN)
1. State MIS Data, HR Staff & IPEDS Reporting***	In Process	Y			
2. Convert TOP Codes from Edition 5 to 6***	Complete	Y			
3. Room Scheduling Software - Scheduler 25 or Astra (BOND)	In Process	Y	Y		Y
GROUP 1 - Primary Projects					
4. Crystal Reports Adhoc Reporting	In Process	Y	Y	Y	Y
5. Automate Timesheets	Hold	Y	Y	Y	Y
6. Web for Faculty - Needed for Waitlist	In Process	Y	Y	Y - Web Empl	
7. Administrative Justice Instructor Tracking	Hold	Y			
8. Student Degree Audit (CAPP)	In Process	Y	Y		
9. Third Party Products - SARS, STARS, PE	In Process	Y	Y		
GROUP 2 - Secondary Projects					
10. Web for Finance (Includes Budget)	In Process	Y	Y	Y	Y - reqs,budgets, bud transfers
11. Enrollment Management Custom Web Tool	Defer	Y	Y	Y	
12. Accounts Receivables Reconciliation	In Process	Y			
13. Applicant Tracking	In Process	Y	Y		
14. Strategic Cost Management System - KH Consulting	Defer	Y	Y		
Not ranked - Schedule as Needed:					
15. Review of Document Imaging Systems (*ADDED - BOND*) (Only Vendor demos in this phase - not implementation)	No Action	Y			
16. Upgrade from Banner 6 to 7 (first window Dec 2005 - defer to April 2006)	Complete	Y			

Summary of Source Documents Used to Determine Banner Project Priorities

CABINET FINAL PRIORITIES AS OF 5/18/05 ITS RESEQUENCED GROUPS 1 & 2	Status Code	Cabinet Priority	KH Consulting	District Strategic Plan	School Services (FIN)
Priority Projects Added by Cabinet in 2006 (After June 2005 Initial List):					
17. EPOS Credit Card Payment (Full Payment Option)	Complete	Y			
18. FACTS Deferred Payment Plan (Partial Pay Installments)	Complete	Y			
19. Luminus by Sungard (Portal, Single Sign-on, Student Email)	In Process	Y	Y- for email		
20. E-LUMENS Student Learning Outcomes	In Process	Y	Y		
21. Banner 7.3 Upgrade	Complete	MUST DO			
22. Online forms	In Process	Y	Y	Y	
Priority Projects Requested by VPs/Vice Chancellors after Sept 2006:					
23. Purchase Card	In Process	Y	Y	Y	Y
24. Parking Permits	In Process	VP	Y		
25. Prolog - Bond Project Management System	In Process	VC		Y	
26. Upgrade to M&O Work Order System - SPMMS	In Process	M&O		Y	Y
27. "CONTACT" System for Marketing Efforts at Colleges	No action	PRES		Y	
28. Benefit Bridge for Human Resources	Complete	HR			
29. Need for new Sub-system to support the TRIO program	Complete	Y			
30 Financial Aid upgrades to Banner System	Complete	Y			
31. Banner CALB Upgrade (CA Version of Banner)	No action	MUST DO			