

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420273 Why a new Educational Information System (EIS)?

1 We need to achieve a fully-integrated set of applications and underlying database.

Kick-Off Group 2 3/13/2007 1:42:30PM

2 We also need to achieve a single authoritative source of demographic data for students and employees.

Kick-Off Group 2 3/13/2007 1:43:10PM

3 To deliver better service to students... and employees... and the community!

Kick-Off Group 2 3/13/2007 1:44:17PM

4 A new EIS system will simplify the process of providing technical support

Kick-Off Group 3 3/14/2007 11:37:53AM

5 We will be able to provide more comprehensive and current financial data and reports

Kick-Off Group 3 3/14/2007 11:38:59AM

6 The current system is 20 years old and cannot handle the volumes of data we are generating

Kick-Off Group 3 3/14/2007 11:40:24AM

7 We struggle to support the life-long learning model -- and this is critical!

Kick-Off Group 3 3/14/2007 11:41:15AM

8 The current data architecture does not support ad hoc queries and reporting

Kick-Off Group 3 3/14/2007 11:42:48AM

9 The current systems will no longer be supported

Kick-Off Group 3 3/14/2007 11:43:11AM

10 We can't modify the system quickly enough to meet legislative changes, i.e. financial aid regs changes

Kick-Off Group 3 3/14/2007 11:43:48AM

11 Re : 9 There has not been a specific date for "de-support" but the inevitable retirement of key product support people at SunGard is a real issue

Kick-Off Group 3 3/14/2007 11:50:34AM

12 ok, I hope this will be a good session

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420273 Why a new Educational Information System (EIS)?

Kick-Off Group 1 3/14/2007 2:08:36PM

13 This is just a test on how this collaborative tools functions.

Sharon Luciw 3/14/2007 2:08:40PM

14 The current system does not support electronic purchase requisitions and approvals. It also does not support e-procurement systems.

Carmen Redmond 3/14/2007 2:08:51PM

15 The current system is out of storage room in some areas.

Kick-Off Group 1 3/14/2007 2:09:27PM

16 We want to have our "dream" system.

Kick-Off Group 1 3/14/2007 2:09:30PM

17 A new system will provide more flexibility and reduce task repetition.

Kick-Off Group 1 3/14/2007 2:09:35PM

18 We may need to have the ability to extract data for 3rd party system

Anonymous 3/14/2007 2:09:37PM

19 Current systems are poorly integrated. For example, division and department codes are different in SIS, FRS and SIS.

Joe Lampo 3/14/2007 2:10:21PM

20 I hope our new system will really eliminate some paper

Kick-Off Group 1 3/14/2007 2:10:28PM

21 Re : 17

Kick-Off Group 1 3/14/2007 2:10:36PM

22 Re : 14 This is a must for the new system.

Sharon Luciw 3/14/2007 2:10:36PM

23 MIS reporting requirements will need to be included

Anonymous 3/14/2007 2:10:54PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420273 Why a new Educational Information System (EIS)?

24 old system lacks easy transition between FRS/HRS/SIS and completely missing Budget module.
Also, there is no option for "real time" upload of batches which delays financial analysis

Bernata Slater 3/14/2007 2:11:18PM

25 To create a system which is integrated, efficient, and expedient for all faculty, staff, and students.

Anonymous 3/14/2007 2:11:21PM

26 The current system is cumbersome and difficult to learn. It lacks many of the data mining features we could use.

Pat Hyland 3/14/2007 2:11:58PM

27 Backfill of positions may be needed for this project

Anonymous 3/14/2007 2:12:18PM

28 Efficiency and effectiveness is the driver to help delivering information and services and support good decision-making.

Kick-Off Group 1 3/14/2007 2:13:05PM

29 Current systems are not available 24/7.

Joe Lampo 3/14/2007 2:13:06PM

30 Here is the link of the website that will contain future updates.

Kick-Off Group 1 3/14/2007 2:14:55PM Link: <http://www.fhda.edu/eis/>

31 Old system cannot leverage the power of new technological advances... msut be able to roll in new functionalities and processes as they become available.

Kick-Off Group 1 3/14/2007 2:15:00PM

32 We need a user-friendly system. It should be easy to use even for infrequent users.

Carmen Redmond 3/14/2007 2:19:40PM

33 we rely heavily on spreadsheets rather than system to generate documents. Let's hope new system will facilitate some changes to this process.

Bernata Slater 3/14/2007 2:20:02PM

34 We use Brio, Maui, FRS, and Excel to do most of the financial aspects of our jobs in accounting. It would be nice to have a financial system that can get the information that we need quickly and accurately without having to use multiple applications like Brio & Maui.

Kick-Off Group 1 3/14/2007 2:21:25PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420273 Why a new Educational Information System (EIS)?

35 Acquire a system that provides effective self-service models for students, faculty and staff. and lessens reliance on technical support for day-to-day operational issues.

Joe Lampo 3/14/2007 2:30:23PM

36 Current System uses COBOL language which is no longer taught in Colleges, so personnel with experience with this language is vary limited

Kick-Off Group 1 3/14/2007 3:49:30PM

37 Current system can not use modern tools to access data and requires a secondary database systems to be created

Kick-Off Group 1 3/14/2007 3:51:23PM

38 We need a new system to provide updated service for faculty, staff and students. Technology changes frequently and we need something that isn't so limiting.

Myisha Washington 3/21/2007 3:30:32PM

39 Our vendor will abandon this product sometime soon. We've had a good 20 year run, but it's time. We need something that will interface with other processes required by government agencies and also allows the users to have more control of how it works.

Cindy Castillo 3/21/2007 8:15:48PM

40 A new system has to bridge both regular staff users' needs, and those of our students, so it must be fairly easy to use. I would hope that the new system would include several important enhancements: electronic Ed plans, degree audit, and "smart registration" that allows students to identify courses they need over a period of terms. This would also aid Instruction with section planning, and help Admissions identify students who are possibly close to graduating. I also am concerned that our new system fully interfaces with our other ancillary services through Touchnet, Credentials, etc. We also need query building capability in order to do better tracking of our prospects, new students, and those at risk of dropping out.

Kathleen Moberg 3/23/2007 8:36:57AM

41 We need a new system so we can better serve our students and staff.

Marilyn Booye 3/23/2007 10:05:28AM

42 we need a system that has relational database--all systems talk to each other.

Bernata Slater 3/23/2007 10:49:27AM

43 We need a relational database system so we can used modern tools without the need to create sub-systems to extract and update our current (FRS,SIS, HRS) systems.

Jim Clow 3/23/2007 1:28:44PM

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Vision and Impact, Overall Vision

420273 Why a new Educational Information System (EIS)?

44 We need a new system that is simple, intuitive, has a gui interface and can increase our productivity and efficiency.

Scottie McDaniel

3/23/2007 3:45:01PM

45 We need a system that will allow us to capture new students coming out of a semester school, by allowing us multiple registration and application functions.

Shawna Aced

3/26/2007 9:57:11AM

46 We need a new system because the current system is increasingly hard to maintain and update; the current system will likely not be supported by the vendor within three to five years; we need a relational database system that is integrated throughout so that all tables are simultaneously current and accurate and SIS, HR, and FR relate well to each other; a system that enables easy creation of additional data fields to adapt to new requirements and needs; we need a system that works well with "Business Intelligence" and "Business Analytics" tools (i.e., reporting and analysis tools); a system that is easily scaled up as enrollments, staff, and requirements increase; and a system that reduces paperwork and improves the flow of documents in a request and approval process.

Bob Barr

3/26/2007 4:38:49PM

47 We need to improve student success by providing management tools through technology that increase efficiency of work flow, provide accurate, reliable, and integrated data. We need to have the ability at the desktop level to analyze data and develop simple query tools to research trends

Mike Brandy

3/27/2007 11:40:43AM

48 Current system does not offer 24x7x365 access to online data in a timely basis because of the absence of a true relational database structure. In order to update data files, online access has to be stopped while batch processes execute.

Also, the ability to recovery from server failures is inadequate on the existing platform. Failover to another server has to be executed manually and this is time-consuming and error prone.

Tom Roza

3/27/2007 12:26:39PM

49 We need an efficient system that will provide real time data system-wide (Financial=Student=HR)and not week(s) later or has variances due to different update cutoff dates. We also need a smarter system that has the ability to update without human interaction (like during weekends/holidays).

Nancy Chao

3/28/2007 9:46:55AM

50 We need a system that is available 24 hours to provide access to more potential students. We also need to have a system that robust enough to maintain history. The more information we can analyze, the better our ability to project what is needed for the future.

Pat Fifield

3/28/2007 1:52:22PM

51 A new system is needed to meet the increasing needs of the college. A system is need that automates tasks such as setting up registration for the different groups as an example.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420273 Why a new Educational Information System (EIS)?

Barry Johnson 3/28/2007 3:02:44PM

420274 What are the most significant issues that a successful EIS should solve for FHDA?

1 Access to quick information and integration between all systems on campus.

Anonymous 3/14/2007 2:14:45PM

2 Integrated systems not requiring separate log in for FR, HR, and SI. Also enhanced applications that we currently do not have, mostly those dealing with enrollment, student services, etc.

Kathleen Moberg 3/23/2007 8:38:55AM

3 Quick access to information, cost effective, user friendly

Mike Brandy 3/27/2007 11:42:07AM

4 24x7x365 access to all data from anywhere as long as the proper security safeguards are in place to prevent inadvertent or malicious access.
Changes to major system components can be performed with minimal downtime to the system.

Tom Roza 3/27/2007 12:29:04PM

5 Provide real-time secured data 24X7X365 system-wide. Being user friendly is a must.

Nancy Chao 3/28/2007 9:51:19AM

6 User friendly.

Pat Fifield 3/28/2007 2:06:35PM

7 Simplify the online system for students and give more options. Provide flexibility for staff.

Barry Johnson 3/28/2007 3:18:39PM

8 An open system architecture, hopefully, all application components can be integrated together through this architecture, a successful EIS will allow FHDA in the future to jettison individual outdated applications rather than to do wholesale change of the system, current technology is moving toward more open Service Oriented Architecture (SOA) and both Open Source and Proprietary application components will be able to live under the same roof of Open Architecture, we need to pick a system that is really open on this important aspect.

Chien Shih 3/28/2007 7:08:24PM

9 A good discussion of Service Oriented Architecture can be found at the below link:
http://www.gartner.com/DisplayDocument?doc_cd=114358

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420274 What are the most significant issues that a successful EIS should solve for FHDA?

Chien Shih 3/28/2007 7:31:36PM Link: http://www.gartner.com/DisplayDocument?doc_cd=114358

420275 What opportunities might a new EIS create for FHDA?

- 1 A new EIS will help us to raise more money - a more effective Advancement system (e.g the functions performed presently by the Foundation... and those that the Foundation does not perform...) (see the web link to the CASE site)

Kick-Off Group 2 3/13/2007 1:51:57PM Link: <http://www.case.org>

- 2 Improving student services will improve our retention and increase our student population

Kick-Off Group 2 3/13/2007 1:54:46PM

- 3 Improving and accelerating the financial aid award and packaging process will also increase our student population and satisfaction

Kick-Off Group 2 3/13/2007 1:56:17PM

- 4 Huge opportunities to mine data, provide user-friendly reports and much more.

Pat Hyland 3/14/2007 2:13:11PM

- 5 Makes us more accessible to those who are important (students, employees external agencies, community)

Kick-Off Group 1 3/14/2007 2:23:09PM

- 6 More and more, our web presence is a primary relationship with our students, our employees, and our community. Our web presence must be backed by a great EIS system that can be flexible over time and yet provide secure data to do the work behind the scenes. The system should make it easier for students, employees and our community to have an individual relationship with us.

Cindy Castillo 3/21/2007 8:19:20PM

- 7 There has always been a conflict between a "transaction" system (e.g., grading, issuing paychecks, enrolling students in classes, purchasing items) and a "analytic" or information providing system (e.g., providing enrollment trends, calculating key business ratios like WSCH per FTET). I had thought that new relationsl DB systems enabled the integraton of these two fundamental needs. But apparently that's not so. The basic system is still transactional. So we need a system that enables the easy conversion (for lack of a better term) of data into an analysis system, such as a data warehouse and that works well with business intelligence and analytical tools.

Bob Barr 3/26/2007 4:48:46PM

- 8 More effective use of resources to improve student learning

Mike Brandy 3/27/2007 11:43:06AM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Vision

420275 What opportunities might a new EIS create for FHDA?

- 9 Increased reliability and availability of data should provide a significant competitive advantage for FHDA in being able to server students instructional needs while reducing the cost of doing business

Tom Roza 3/27/2007 12:30:36PM

420276 In what ways has the FHDA community (administrators, faculty, staff, and students) voiced its support for a new EIS?

- 1 The campus community has expressed their need for a better system, as there is much frustration in undergoing several steps to complete a transaction. Also, there is no integration amongst system, which requires collaboration between colleagues which could easily be automated.

Miriam Lamb 3/14/2007 2:30:52PM

- 2 Lots of voices support a new system. However, it must be backed by the hard, nitty, gritty work that must be done to design what we want it to be. And, it must be backed by policies and procedures that flow with the system. Then, the users must learn how to use the system in the most creative ways possible. That's support!

Cindy Castillo 3/21/2007 8:22:38PM

- 3 I think most people who have worked in the district realize the limitations of the current system and worry about its sustainability. For someone new, like me, I also would like to see the district move into the next phase of technology so we can stay current and competitive with other community colleges in our area. I think we have that reputation already, but we need to make sure we choose a system that will have enough flexibility to grow with our ideas. In my jobs at other colleges, I have seen inadequate resources stall full implementation and actually hinder progress.

Kathleen Moberg 3/23/2007 8:44:10AM

- 4 Ongoing concern about lack of integrated data; lack of key functional systems (budget development, online purchasing) and antiquated architecture with annual concern for vendor support and the product being dropped

Mike Brandy 3/27/2007 11:47:58AM

- 5 Given that the current Admin System is over 20 years old and the ability to access updated data in a timely manner is limited, everyone in FHDA from the staff clerk to the Chancellor knows the system needs to be replaced and has voiced support for a change. the issue will be once the change starts, will people be asked to do two jobs: keep the current system going while they learn and implement the new one? If this is management's direction, then implementing the replacement system will take longer, more mistakes will be made and the real benefits of a new system will not be realized.

Tom Roza 3/27/2007 12:33:54PM

- 6 With changes in technology and the use of the internet a system is needed to keep up with advances.

Barry Johnson 3/28/2007 3:33:52PM

Project Charter, Vision and Impact, Overall Impact

420277 How might a new EIS impact FHDA's image?

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Impact

420277 How might a new EIS impact FHDA's image?

1 To continue to be the lead in Community Colleges

Kick-Off Group 1 3/14/2007 2:16:44PM

2 A new system with its ease of use and extend of outreach to the off campus students and faculty will help FHDA to absorb more inputs from these groups; a system with proper access control and easy connect through the internet will greatly influence FHDA's programs and reputation both domestic and internationally.

Chien Shih 3/23/2007 9:34:46AM

3 As mentioned in the Practical issues area, if a new system supports and enhances our current student processes (those students use), we are OK. If, however, the conversion negatively impacts that service, our image will suffer. De Anza's reputation is that we are always on the cutting edge technologically, and any major glitches in performance or loss of applications will not benefit this image.

Kathleen Moberg 3/23/2007 11:12:29AM

4 The ability to do more online processing creating faster results. Possibility - being able to extend the time when the systems are available.

Jim Clow 3/23/2007 1:47:45PM

5 There is a need to implement a system that is more efficient and effective to conduct all aspect of our operation. The end result being better service to our students who are after all the ultimate reason of our efforts. Implementing this system will keep the District as front runners in the community college system.

Ray Sarria 3/24/2007 11:14:38AM

6 Improved online processes will improve the students experience with Foothill/De Anza. A faster and more user friendly system will aid in the retention of our student population.

Shawna Aced 3/26/2007 10:03:42AM

7 Overall, the greatest impact will be internal nor external. Students may experience some improved processes but I don't think this will much affect the overall images of the two colleges. On the other hand, if we don't move to a new system, in the long run (four or more years) we could begin to negatively affect the students interaction with us over the Internet. And as mentioned by others, improving our efficiencies and effectiveness ultimately affects the student experience though indirectly.

Bob Barr 3/26/2007 4:54:30PM

8 Students being able to access registration and SI data whenever they want from wherever they want will improve the image and make FHDA appear to be a real 21st century institution of higher learning

Tom Roza 3/27/2007 12:35:18PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Impact

420277 How might a new EIS impact FHDA's image?

9 A user friendly, intuitive process will increase usage. I think we may have possibly lost students when they were timed out of the system or did not know how navigate

Pat Fifield 3/28/2007 1:56:58PM

10 Giving the students more options online such as withdrawing after the third week or requesting pass no pass for class would be great.

Barry Johnson 3/28/2007 3:08:10PM

420278 How might a new EIS further differentiate FHDA from its competitors?

1 Enhance access to the institution through more robust web services

Kathy Kyne 3/15/2007 10:28:10PM

2 Reduce operation cost and enhance student learning experience will make FHDA more accessable to wider student population and in a more cost effective per student basis.

Chien Shih 3/23/2007 9:36:53AM

3 We can continue to be cutting edge if the system is flexible and affordable in terms of enhancements, adjustments to what we get off the shelf. If we continue to have peripheral applications, they must seamlessly interface with the system. It should also reflect what users want, both on the staff and student sides, and can't seem like "more work."

Kathleen Moberg 3/23/2007 11:15:19AM

4 I don't think we can expect a new EIS to differentiate us from other CCCs. It will just help us keep pace. Only if we are significantly worse than others in terms of student interactions via the Internet, in providing grades, in enrolling in classes, etc would our image be affected. Our image, rightfully so, is based primarily on what students think about the quality of education they receive here. While computer use and literacy are extremely important to students that is provided by other applications such as access to the Internet, wireless access, ETUDES, faculty websites, etc. That is not the domain of an EIS.

Bob Barr 3/26/2007 4:59:05PM

5 Being able to get to timely updted information from anywhere at anytime will help distinguish FHDA amongst its fellow CCD organizations.

Tom Roza 3/27/2007 12:36:42PM

6 The effective use of the web and the impression students get in terms of easy use would be the most visably significant way to differentiate De Anza from competitors.

Barry Johnson 3/28/2007 3:42:11PM

420279 To what extent should the EIS be designed to streamline approval processes and reduce paper flow?

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Impact

420279 To what extent should the EIS be designed to streamline approval processes and reduce paper flow?

- 1 Reduce the amount of paper using electronic workflow to approve and track work processes both for students, faculty, staff and the public. Forms should be available online--can be completed and submitted. Customers should be able to track their forms i.e. students should be able to track petitions. Need to be able to archive these documents for electronic viewing at workstation

Kathy Kyne 3/15/2007 10:25:24PM

- 2 Technology should not mean more work after the training is over. So we should be looking for a system that gives "at your fingertips" solutions for students and staff. This means providing clear processes, clean links to applications, etc. I agree with Kathy, all the paper in Student Services needs to be electronically archived so that our reliance on paper, or expensive and staff-consuming scanning can be reduced. It must also be easily retrievable for viewing/audit purposes.

Kathleen Moberg 3/23/2007 11:19:11AM

- 3 To be able to move toward an web based system to enter invoices we need an online approval process as well so we do not have to have signatures on paper.

Ellen Lyon 3/23/2007 1:49:07PM

- 4 Along with any online process the need to access archived records is crucial.

Ellen Lyon 3/23/2007 1:50:34PM

- 5 Here are some thoughts:

Imagine that a system can scan and store and retrieve all paper documents digitally at user's workstation and transmit to the constituents electronically, think about the file cabinets and paper storage and retyping efforts we can save along the way. There are systems that can do it now, for example looking at the incoming invoice (paper) and extract based on the key words it scanned (INV0001 for example) and get all the meaningful data categorized and classified with high percentage accuracy with a single scan.

This of course will require us to look into the available technology, how we do things now, what is the integration method..etc in a very methodical way, technology can be employed to make our life simpler and more efficient, and we can spend more time and efforts to answer the higher calling.

I think the core system of the EIS will be more or less to do the same thing we have been doing (comply with regulatory requirements, processing bills, pay invoices) but I think the outreach of the interface to all the functional areas will experience most of the changes in the future, hence more analysis and more work will be needed in those areas.

Chien Shih 3/23/2007 1:56:06PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Impact

420279 To what extent should the EIS be designed to streamline approval processes and reduce paper flow?

- 6 I see something along the lines of what Chien says in item 5; the new system should speed processes in both real and calendar time; it should reduce paperwork greatly. However, some of these functions are usually not among the core functions of a new EIS but rather are add-on applications and would require a great deal of additional work to implement. But any new EIS should be easily "adaptable" to these additional application programs.

Bob Barr 3/26/2007 5:04:43PM

- 7 This system should be able to increase our efficiency in workflow practices so we can redeploy those resources for better analysis and better support for the educational program

Mike Brandy 3/27/2007 11:49:53AM

- 8 If paper can be eliminated and the proper security processes implementd to support online workflow, then every form, document, and report should be analyzed to see if it can be eliminated. However, putting everything online may not work for everyone especially students or employees who donot have access to moern computers. Some amount of paperwork may have to remain to ensure no one is left out. But, putting workflows online with electronic forms processing must be a strategic objective.

Tom Roza 3/27/2007 12:40:06PM

420280 How important is the ability to be able to perform any function from any campus at any time?

- 1 Not sure what this is asking. But I am going to assume you are asking "real time" vs "batch" mode. I would prefer a system that creates real time processes wherever possible, such as application to active student status, or real time accrual of student enrollment. Some systems, such as online grade verification or "pay to stay" drops, could continue to be batch to ensure adequate time to process.

Kathleen Moberg 3/23/2007 11:21:37AM

- 2 I think this may relate to the mobile computing requirements or wireless access requirements. How important is the criteria or how much percentage of the workload we like to be able to do or work on while we are away from our desk... this can also be related to the trackig of students and their participation in different course requirements or outside of class room activities,

Chien Shih 3/23/2007 2:16:55PM

- 3 This is important in that access should be from within and outside the physical boundaries of the colleges as long as that access is properly secured

Mike Brandy 3/27/2007 11:51:29AM

- 4 There should not be limitations on what function can be performed from anywhere at anytime as long as propoer security safeguards are in place. However, to provide this type of functionality and acesss may require expensive computing platforms that provide the access and availability. Some functions within EIS may not hve adequate cost/benefit drivers that support anywhere at at anytime requirements.

Tom Roza 3/27/2007 12:42:35PM

420281 When all is said and done, what would you like to be able to say about FHDA's decision to proceed with a new EIS?

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Overall Impact

420281 When all is said and done, what would you like to be able to say about FHDA's decision to proceed with a new EIS?

1 We lived to tell about it!

Cindy Castillo 3/21/2007 8:23:45PM

2 The road is long but I think we will get over with it, the most important WOW factor after the successful conversion will be: "how can we lived with that in the past and dont do it sooner?"

Chien Shih 3/23/2007 9:39:16AM

3 I would like to say, "WOW, this is so much better and it still can do more!" versus, "What a pain this was, and it still doesn't work. When will it!"

Kathleen Moberg 3/23/2007 11:23:08AM

4 I agree with previous comments. A system that is well thoughtout in terms of future needs and developments; one that is flexible and adaptable; one that is relatively easy to maintain and to update, improve, or scale up; one where unexpected new internal and external requirements can be easily added or imlemented.

Bob Barr 3/26/2007 5:08:12PM

5 Should have happened in the 1980s when even then it was apparent that a flat file system was already out-of-date (relational database systems were available in the 1970s). It is good that FHDA has made the committment to implement a new EIS. However, it cannot take on this project by just adding more work to existing staff. Personnel backfill must be budgeted or proeject timelines must be lengthened

Tom Roza 3/27/2007 12:45:41PM

6 The system was truely needed and has improved all the different process required to get the job done

Barry Johnson 3/28/2007 3:51:19PM

Project Charter, Vision and Impact, Student System

420282 Why a new Student System?

1 Current System is using RMS files - A database system could allow a new class of toolsets which would provide easier access to data and information

Anonymous 3/14/2007 2:30:37PM

2 Streamline cumbersome and tedious manual student processes. We need the ability to react quickly to state, federal regulations and mandates. Need to be able to accommodate more robust processes such as multiple application terms, expanded calendars, etc.

Kathy Kyne 3/15/2007 10:33:42PM

3 We are running out of ways to hold the current system together and the vendor will not be supporting it much longer. We've had a good long run for twenty years and so many other processes are linked to it. We need to have a system that will put more flexibility in the hands of the users rather than have to rely as much on programmers for some of the simpler stuff.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Student System

420282 Why a new Student System?

Cindy Castillo 3/21/2007 7:45:44PM

- 4 Although the district has done a fabulous job of reducing some of the more manual aspects of Admissions and Records, more could still be done via a new system. I also think that our integrated approach to recruitment and retention would benefit from a system that allows us to follow student progress and create systems to intervene, refer to services, etc in a more automated way.

Kathleen Moberg 3/23/2007 8:47:12AM

- 5 To give us the flexibility to change and grow as new requirements come up. We need the ability to us modern tools to gain greater access to information which could enhance our users with improved information gathering and reporting.

Jim Clow 3/23/2007 2:03:51PM

- 6 The automation of A&R services will greatly increase our ability to serve students, faculty, and staff. By increasing our efficiency we will be able to improve our retention, as well as intervene and provide services for students in need.

Shawna Aced 3/26/2007 10:21:36AM

- 7 One advantage of a new system would be retaining all previous as well as current student address information along with a time stamp. This would be useful for analysis purposes. When we look at the geographic distribution of students five years ago, we get the location of their current address, not the one they had at the time.

Bob Barr 3/27/2007 10:52:41AM

- 8 A new system would also be integrated with HR so that faculty information between HR and SIS would be consistent and accessilbe from both "sides."

Bob Barr 3/27/2007 10:54:05AM

- 9 From a system support perspective, need a system that can be updated without having to take it down. From a production control perspective, need the ability to update data and provide inforamtion without impacting online access to data

Tom Roza 3/27/2007 12:52:01PM

- 10 A new system is needed to keep with new technologies and simplify current manuel processes.

Barry Johnson 3/28/2007 3:57:55PM

420283 What would you like a new system to do that the current system does not presently do?

- 1 Would like the data to be normalized, more editing capability, easier to expand data structure and better toolset (GUI's) for administration and reporting

Kick-Off Group 1 3/14/2007 3:54:38PM

- 2 Agree. A true relational data base will help.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Student System

420283 What would you like a new system to do that the current system does not presently do?

Kathy Kyne 3/21/2007 10:22:40AM

- 3 I would like the new system to do EVERYTHING that the current system does plus have a greater capability for ad hoc reports at our desktops, greater capability for data to be stored for research, and greater ability to communicate with student populations identified by subgroups within our programs. It should provide a fantastic, easy to use face to the world and behind the scenes.

Cindy Castillo 3/21/2007 7:48:32PM

- 4 Electronic Ed Plan, degree audit, and smart registration. Ability to project section needs across terms based on Ed Plans. More automated waitlist management process. More automated communications management. Multiple terms, student ability to drop throughout term up to 75%, etc.

Kathleen Moberg 3/23/2007 8:52:06AM

- 5 Provide value label tables that are easily joined to data tables so that reports and queries produce results that have friendly value and field labels rather than short codes. For example, MAUI now produces enrollment and WSCH reports by division but division names are codes rather than the current full name of the division. Also, the ability track a department within a division for, say, the past five years even though that department has moved from one division to another within the last two years.

Bob Barr 3/27/2007 10:59:34AM

- 6 Not require down time to implement hardware and software changes to the system infrastructure. Be able to eliminate most of the hardcopy printing required for class rosters and grading

Tom Roza 3/27/2007 12:53:24PM

- 7 More online functions for student such as requesting pass/no pass and submitting withdraws, GE certs etc. Also automate functions for registration such as dates to register, priority registration etc.

Barry Johnson 3/28/2007 4:07:58PM

420284 How should a new Student System improve the operations of your department?

- 1 System should "automate" many of our manual processes including eliminating paper documents, updating data fields based on specific criteria. By doing some, staff can concentrate on higher level tasks and provide more inperson customer assistance.

Kathy Kyne 3/21/2007 10:21:15AM

- 2 Our operations can be improved if the system is more flexible to allow us to serve students on a very individual level while still processing masses of information and data for compliance and auditing purposes.

Cindy Castillo 3/21/2007 7:50:39PM

- 3 I agree with Cindy. Also reduction of some of the more tedious set up and review processes related to registration priority and early registration. More automated services to students, including better follow up via communications management.

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Vision and Impact, Student System

420284 How should a new Student System improve the operations of your department?

Kathleen Moberg 3/23/2007 8:54:01AM

- 4 I would like a system that would release Institutional Research & Planning and also Information Systems from producing and providing routine reports and data to various clients upon request. For example IR&P gets many requests from individuals and departments for mailing or contact lists for specified groups of students. While no one of these requests takes much time to fulfill we get many. I would like to see the end user empowered to produce their own lists when they need them. So of this ability may be satisfied when we have the Hyperion Business Intelligence (BI) reporting system in place and we can create query templates that end users can re-run and even modify themselves.

Bob Barr 3/27/2007 11:06:29AM

- 5 Reduce overtime by allowing system changes to be made during more normal working hours. Reduce hardcopy printing by having reports online and reducing costs.

Tom Roza 3/27/2007 12:54:47PM

420285 How should a new Student System improve your job?

- 1 Data based decision making --

Kathy Kyne 3/21/2007 10:24:26AM

- 2 We often have a need to query our data to find students in a particular group or category to monitor, invite, track, or communicate with. Using Z Writer we have met many of our needs. But we are thwarted by the limitations of Z Writer at times and cannot find the data we need to analyze critical decisions made in our departments or at the college or district as a whole. Improved data and query tools can make analyzing trends and customizing service easier.

Cindy Castillo 3/21/2007 7:54:25PM

- 3 I agree with Cindy. Really easy to use, flexible query building tied to communications management and spanning across areas that collect student data. This should increase retention rates.

Kathleen Moberg 3/23/2007 8:55:44AM

- 4 The need Cindy points to is universal. The current RMS database is extremely difficult to understand even for those of us in IR&P. We must consult with Info Systems (usually Jerrick Woo) to determine where and how data is stored and how best to access it. We find the the "same" data is often stored in more than one place causing additional confusion and uncertainty about what one is getting. Sometimes the values in the two places are not the same even though they should be. Presumably, an integrated DB system would solve that problem. I'm thinking, nowever, that it will be query and analytic tools (such as Hyperion BI) that will enable us to track students and acquire the data we need for decision-making. But the natue of the system it queries can make a lot of difference is how easy and effective it is to query and report.

Bob Barr 3/27/2007 11:14:35AM

- 5 Make it easier to schedule system changes. Make it esier to handle the production control workload and meet processing deadlines. reduce the operating budget for printing supplies.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Student System

420285 How should a new Student System improve your job?

Tom Roza 3/27/2007 12:55:43PM

6 A new system should automate process. Also streamline registration. Run reports from one system not several. Give students more options online

Barry Johnson 3/28/2007 4:17:16PM

420286 How should a new Student System benefit students?

1 Ability to access the institution remotely. Admissions and Records should be a location on the website, not a place to stand in line.

Kathy Kyne 3/21/2007 10:25:50AM

2 The new system should feel like the student's best friend. Everything they need to know about their relationship with the college should have a point of reference on the system.

Cindy Castillo 3/21/2007 7:52:12PM

3 I agree that the system should make things easier for students who do not want to come to Admissions, but it also needs to be easy for students who need extra help using technology. We also need to build in flexible processes for nontraditional student users, such as Continuing Ed, or Life Long Learner populations. Ideally, students should be able to get information and help seamlessly.

Kathleen Moberg 3/23/2007 8:58:32AM

4 Being able to get to the system from anywhere at anytime. Having more useful information available in a timely basis. Hopefully, reduce dependency on depts such as A&R to update SI information or get explanations about their status in school

Tom Roza 3/27/2007 12:57:30PM

420287 How should a new Student System benefit faculty? (There are additional questions that focus on the faculty perspective elsewhere in this discussion.)

1 Same as for students--access the admissions and records services without coming into the office --

Kathy Kyne 3/21/2007 10:26:39AM

2 The system should be easy, helpful and relevant. For example, all grades, Census, and other required interaction from faculty should be online. Early Alert should be easy to use, and also provide follow up information to faculty so they know it is working.

Kathleen Moberg 3/23/2007 9:01:31AM

3 Give faculty access anytime from anywhere. Use online forms for posting grades, checking attendance which should make them more productive and remove the monotony from some tasks that can lead to mistakes.

Tom Roza 3/27/2007 12:59:14PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Student System

420287 How should a new Student System benefit faculty? (There are additional questions that focus on the faculty perspective elsewhere in this discussion.)

4 Make the system as user friendly as possible

Barry Johnson 3/28/2007 5:10:09PM

5 Simplify and streamline the system as much as possible.

Barry Johnson 3/28/2007 5:11:42PM

420288 How should a new Student System benefit administrative staff and others?

1 The system should help administrative and other staff see ways of linking department processes; for example, linking Assessment results to services, in reach, etc.

Kathleen Moberg 3/23/2007 9:42:09AM

2 The new system should enable the creation of "dashboards" that provide summary information on the state of situations such and current enrollments compared to prior enrollments at the same point in time.

Bob Barr 3/27/2007 11:20:39AM

3 Again...access from anywhere at anytime. More timely and accurate information will make Admin staff more productive. they can then server students more effectively at less cost in time and money.

Tom Roza 3/27/2007 1:00:33PM

420289 What types of self service functions should we offer that we cannot provide today?

1 As I said before, the new system should be like the student's best friend. Everything they want to know about their relationship with the college should be there. This should include everything we have now plus more. Students can tell us more, I'm sure, but I'd like to see it include their educational plan tied to their stated major, a communication device for them to access the people or services they need, a master calendar of events of importance/interest to them, a place where departments can communicate with them as individuals, and more....

Cindy Castillo 3/21/2007 7:59:09PM

2 Online review of student Ed Plan; auto degree audit for students with capacity to change majors and review courses needed to graduate; "smart registration" that maps out courses students need as part of the Ed Plan over terms and auto registration into those courses each term if student wants; ability to link students with certain profiles to services. Online assessment and orientation capability. Also, if student will still go through Touchnet, perhaps have the ability for the system to generate email or link to campus services/programs based on student query or major choices.

Kathleen Moberg 3/23/2007 9:47:06AM

3 Be able to print information about their progress without having to go thru A&R or a counselor for access or permission. Of course, this can only be done with proper security and safeguards

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Student System

420289 What types of self service functions should we offer that we cannot provide today?

Tom Roza 3/27/2007 1:01:56PM

- 4 Give students the ability online to request pass/no pass, withdraw, GE cert, Degree audit etc.

Barry Johnson 3/28/2007 5:16:05PM

420290 What is the most important and measurable goal you would establish for a new Student System? How would you measure it?

- 1 That it can do at least what we currently have. We should NOT be moving backwards with any features.

Cindy Castillo 3/21/2007 8:00:41PM

- 2 Comprehensive applications without much customization that do not require additional data entry or "workarounds." User-friendliness and ability to extract relevant data. Integrated communications management tool.

Kathleen Moberg 3/23/2007 9:48:55AM

- 3 Is the system available to students, faculty and admins when they need it. System need to have a means to monitor when the system is not available and notify the appropriate support organization. Feedback functions need to be built in so that users of the system can report problems.

Tom Roza 3/27/2007 1:03:47PM

420291 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?

- 1 Greatest concern if being able to do the job we need to do for the new system AND do the job we already have at the same time. Lots of voices will be screaming for attention and lots of good, hardworking people will get burned out.

Cindy Castillo 3/21/2007 8:02:53PM

- 2 Greatest concerns: too much work for too few people; limited overall vision for a new system's capacity; limited resources to make sure that we get what we need; potential new system crash that will result in enrollment loss due to inadequate ET support or vendor interaction with us before the crisis (been there, done that somewhere else).

Kathleen Moberg 3/23/2007 9:51:53AM

- 3 As is often the case with new software, you get new features and capabilities but sometimes you have to work so hard to make the change over from the old that you wonder whether it's worth the effort. Our new system needs to provide a LOT of benefits if its cost and the effort to implement it are going to be worth the effort.

Bob Barr 3/27/2007 11:26:46AM

- 4 Not having enough of the right people being able to work on the project. Expecting people to do two jobs: their current one and learning the new system and implementing it. Given the 6-year project schedule, unless there is adequate backfill at key positions, you can add 2-3 years to the end date or end up with a flawed implementation.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Student System

420291 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?

Tom Roza 3/27/2007 1:05:54PM

5 The ability of migrating all the information into the new system.

Barry Johnson 3/28/2007 5:29:45PM

420292 Personally speaking, what are you willing to do to contribute to the success of this project?

1 Oversight, vision, rah-rah, sweat equity.

Kathleen Moberg 3/23/2007 9:52:41AM

2 Put comments in DecDir and keep begging for enough of the right people and reasonable project schedules.

Tom Roza 3/27/2007 1:07:28PM

Project Charter, Vision and Impact, Finance System

420293 Why a new Finance System?

1 We need a system that is easier for "non-accountants" to use!

Kick-Off Group 2 3/13/2007 1:57:06PM

2 We need to be able respond faster to basic reporting needs, and we need to deliver the capability to generate reports out to those who need them

Kick-Off Group 2 3/13/2007 1:58:53PM

3 Re : 1 Me, too!

Kick-Off Group 2 3/13/2007 2:00:22PM

4 We need to have account code verification done automatically by the system. We need to be able to see the detail of payroll and benefit information quickly and easily by the sytem. We need to be able to export information to creat reports. We need to have the ability to create our own reports.

Kick-Off Group 1 3/14/2007 2:10:50PM

5 New systems provide intelligent tools that do financial analysis that could managers to be more proactive as they see trends.

Anonymous 3/14/2007 2:22:55PM

6 When entering journal entries and budget entries, new system should verify that the account codes and object codes exist.

Kick-Off Group 1 3/14/2007 2:26:59PM

7 You should be able to pull detail payroll information and benefits for prior months quickly and easily.

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Vision and Impact, Finance System

420293 Why a new Finance System?

Kick-Off Group 1 3/14/2007 2:28:10PM

8 Should be able to group subsidiary accounts in "project" groups for grants, categorical programs and capital projects.

Kick-Off Group 1 3/14/2007 2:30:12PM

9 Should be able to post indirect costs automatically to actual expense activity for grants. This information should be viewable in summary as the number of transactions could be enormous.

Kick-Off Group 1 3/14/2007 2:33:23PM

10 We should be able to copy former journal and budget entries to save time and reduce errors in keying in information.

Kick-Off Group 1 3/14/2007 2:38:15PM

11 We need a system that is much more user friendly to the occasional user. This would be an user interface that is intuitive and point and click so that those returning after, say, a month or two, would not have the problem of trying to remember how to use the system to get to the information they need.

Bob Barr 3/27/2007 11:32:35AM

12 It would be great to have FR integrated with SI so that the costs of various educational problems could be determined relatively easily. There is probably more than any new system can deliver per se because account codes in SI do not match those in FR (as far as I know) and hence some kind of massive mapping or recoding would be required.

Bob Barr 3/27/2007 11:34:50AM

13 The data is not easily accessible through FR (it is an antiquated and non user system); MAUI provides a limited work around; it is not integrated with HR at the staffing level; there is no budget development system or on line purchasing; there is very little query tool availability; no ability to summarize and display charts and graphs; this system is 20 years out of date

Mike Brandy 3/27/2007 11:55:02AM

14 Need access from anywhere at anytime given the growing demands of the district. Be able to update data real time and not wait for overnight processing to take place. reduce paperwork and streamline process flows

Tom Roza 3/27/2007 1:21:14PM

420294 How should a new Finance System improve the operations of FHDA? What would you like a new system to do that the current system does not presently do? Think in terms of processes that could be improved, time and money that could be saved, etc.

1 Currently our 3 systems do not talk to each other in other words I can duplicate pay a person in accounts payable(FRS) who has already been paid in payroll (HR) won't know it unless the person comes forward and says they have already been paid.

Kick-Off Group 1 3/14/2007 2:14:03PM

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Vision and Impact, Finance System

420294 How should a new Finance System improve the operations of FHDA? What would you like a new system to do that the current system does not presently do? Think in terms of processes that could be improved, time and money that could be saved, etc.

- 2 HR and FR need to be integrated, some savings could be achieved by automating workflow; some savings could be achieved by automating quarterly report preparation; major savings by understanding departmental budgets (including personnel deployment) with historical analysis showing annual/quarterly trends with easy drill down capability; the inquiry function is archaic and needs to be modernized so we know how effectively our resources are deployed and we can successfully manage the resources allocated

Mike Brandy 3/27/2007 11:58:13AM

- 3 Have the ability to make sytem changes without taking the sytem down or scheduling the changes for off hours. Improves productivity and reduces overtime and employee discontent with working unusual hours. reduce printed forms and reports and amke inforamtion available online.

Tom Roza 3/27/2007 1:22:45PM

420295 How should a new Finance System improve the operations of your department?

- 1 To track our budgets better, we need more complete data online related to each expense so we don't have to guess what it is or what it was for, or even if it belongs to us.

Cindy Castillo 3/21/2007 8:04:38PM

- 2 Reduce the amount of printing and report hadling thus reducing costs and improving productivity. Streamline the production control process so the Operations staff is more efficient. Allow the Systems staff to make changes during normal working hours in a non-disruptive manner

Tom Roza 3/27/2007 1:24:07PM

420296 How should a new Finance System improve your job?

- 1 We need the ability to retrieve major trend data and comarative historical data at the executive level, this is non existent right now.

Mike Brandy 3/27/2007 11:59:30AM

- 2 make it easier to support the production control requirements and meet processing deadlines. reduce printing and report handling. Increase ability to make system changes without working OT or taking the system down

Tom Roza 3/27/2007 1:25:29PM

420297 How should a new Finance System benefit employees, suppliers and others?

- 1 Being more accurate and having timely information. Admins who use the system should be more effective in getting thier jobs done becasue the system will be more accurate and available when they need it

Tom Roza 3/27/2007 1:27:32PM

420298 What types of self service functions should we offer that we cannot provide today?

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, Finance System

420298 What types of self service functions should we offer that we cannot provide today?

- 1 I would like to see a feature that enables us to set up a budget in each expense category and then sends us a warning message if we go over that budget. So many of our expense items take months to post and/or post in the wrong places it would be much easier to track if we could be warned to either increase the budget in that category or research the expenses for accuracy.

Cindy Castillo 3/21/2007 8:07:12PM

- 2 Be able to create reports without requiring IS/Apps or Systems involvement

Tom Roza 3/27/2007 1:28:26PM

420299 What is the most important and measurable goal you would establish for a new Finance System? How would you measure it?

- 1 That the system is available when people need it. The system needs to have a way to report when there is a problem and notify the appropriate support dept. A problem reporting function that can be used by users should also be included so they can report when the system is not performing properly.

Tom Roza 3/27/2007 1:29:59PM

420300 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?

- 1 Same as with SI: having enough of the right people to do the work. We can't expect staff to do their current jobs and learn and implement a new system. Mgmt must provide adequate backfill while current staff works on new system

Tom Roza 3/27/2007 1:31:35PM

420301 Personally speaking, what are you willing to do to contribute to the success of this project?

- 1 Same as with SI: record my comments in DisDir and keep up the mantra for having the right people available at the right times and avoiding overloading current staff

Tom Roza 3/27/2007 1:32:37PM

Project Charter, Vision and Impact, HR/Payroll System

420302 Why a new HR/Payroll System?

- 1 The current system is not automated enough. We also need a system that can interact more easily with SI

Gigi Gallagher 3/14/2007 2:27:33PM

- 2 We need a new system that will allow employees to enter/update their personal data and handle other HR and payroll-related details after logging in with a secured ID. Not only does this provide a convenient service for employees, but it will allow HR/Payroll staff to focus on providing higher level services since most employee-related data entry will be eliminated. The new system should be a user-friendly database.

Rhoda Wang 3/19/2007 8:56:24AM

- 3 We need a new system that allows us to communicate better between screens to cut down on time input.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, HR/Payroll System

420302 Why a new HR/Payroll System?

Debbie Haynes 3/21/2007 10:36:26AM

4 We must be able to enter and extract information much more effectively.

Kim Chief Elk 3/23/2007 4:10:20PM

5 The current system does not incorporate applicant tracking or classificaton. These would be important considerations in a new system.

Kim Chief Elk 3/23/2007 4:21:53PM

6 For both hr and payroll the system needs to be able to more computation of pay for various calendars without the external manipulation of data by personnel.

Kim Chief Elk 3/23/2007 4:24:08PM

7 We need a system that allows all personnel involved in the recruiting and employment process to interact more efficiently, more economically, and less time consuming.

Ray Sarria 3/24/2007 11:02:22AM

8 We need a new system to improve service to employees and to provide clear communication between departments

Jane Enright 3/24/2007 11:49:08AM

9 we need to be able to access payroll data in a user friendly integrated manner

Mike Brandy 3/27/2007 12:01:53PM

10 As with the other functions, need to be able to access the system from anywhere at anytime in a secure manner and the information is current and accurate.

Tom Roza 3/27/2007 1:37:59PM

420303 How should a new HR/Payroll System improve the operations of FHDA? What would you like a new system to do that the current system does not presently do? Think in terms of processes that could be improved, time and money that could be saved, etc.

1 A new system should be automated and reduce or even completely eliminate the need for staff to handle repetitive data entry. For example, employees should be able to enter their new address, update their dependent information, change tax withholding exemptions, and enroll in other cafeteria benefit choices via the new system. Using an automated system instead of manually processing updates via paper requests could save many hours of HR/Payroll staff time and also avoid many errors or delays during the manual transaction process.

Rhoda Wang 3/19/2007 8:57:35AM

2 I agree with Rhoda. Lots of self-service options should be available to employees online. I also believe the HR system and the SI system need to be more connected, especially in relation to student employees. Right now they can have totally different names in each system. For student employees, the HR system should be part of their student portal if they are a working student.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, HR/Payroll System

420303 How should a new HR/Payroll System improve the operations of FHDA? What would you like a new system to do that the current system does not presently do? Think in terms of processes that could be improved, time and money that could be saved, etc.

Cindy Castillo 3/21/2007 8:10:32PM

3 Payroll needs a system that students can access and change their information, for example: address, direct deposit, withholdings, view paystub, etc...

Jennifer Nguyen 3/27/2007 9:21:13AM

4 Not only students can access their information, but staff and faculty too.

Jennifer Nguyen 3/27/2007 1:03:01PM

5 Be able to reduce or eliminate hardcopy printing. Improve the production control process so that the system is available and up-to-date. Be able to update the system without having to take it down.

Tom Roza 3/27/2007 1:39:12PM

420304 How should a new HR/Payroll System improve the operations of your department?

1 A new HR system that allowed new employees to complete the majority of their paperwork on-line would save them and the HR tech considerable time and effort. They would only have to enter their name and address etc. one time. Right now they must hand write it many many times to complete a new hire packet.

Denise Perez 3/23/2007 3:26:15PM

2 Reduce the amount of data entry for several key positions.

Kim Chief Elk 3/23/2007 4:30:45PM

3 Reducing the volume of hardcopy reporting with reduce printing expenses and operator report handling time. Improvements in the production control process with ensure more accurate scheduling of work processes. being able to make updates to the system without having to take it down or work OT will reduce costs and make the system more responsive.

Tom Roza 3/27/2007 1:41:19PM

420305 How should a new HR/Payroll System improve your job?

1 Staff will be able to provide more analytical services and spend more time on customer service instead of basic clerical processing.

Rhoda Wang 3/19/2007 8:58:25AM

2 Make it easier to process and handle reports. be able to more effectively execute production control schedules. be able to make system changes with fewer system outages

Tom Roza 3/27/2007 1:42:25PM

420306 How should a new HR/Payroll System benefit employees and others?

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, HR/Payroll System

420306 How should a new HR/Payroll System benefit employees and others?

1 There should be many functions on HR that faculty can do themselves such as changing address/telephone etc. taxes. Even be able to fill out initial paperwork on line without having to make a trip into the office, until they attend an orientation.

Gigi Gallagher 3/14/2007 2:33:30PM

2 All employees should be able to enter their personal data on-line, print direct deposit advice, and download W2 Forms. This is more convenient for employees as they will not need to visit the office for routine business. In addition, employees will no longer face delays in waiting for updates.

Rhoda Wang 3/19/2007 8:59:13AM

3 The system should provide more information directly to employees. Like if a person needs an employment verification there should be a way that an employee could receive a printout. An employee should be able to access current information regarding his/her own pay/deductions and contributions.

Kim Chief Elk 3/23/2007 4:29:15PM

4 It occurs to me that when I was hired I had to fill out many forms. Most of those forms requested a lot of the same information such as name, address, phone etc. If this could be done online and the common information automatically filled in for all forms this would make it easier on the new hire and I imagine on HR staff in terms of data entry.

Bob Barr 3/27/2007 11:44:22AM

5 Have information available from anywhere at anytime in a secure manner.

Tom Roza 3/27/2007 1:43:11PM

420307 What types of self service functions should we offer that we cannot provide today?

1 Employees should be allowed to update their personal information, select benefit choices, change their bank account(s) for direct deposit(s), change their taxes withholding exemptions, and other misc. donation withholdings. Employees should also be able to download their direct deposit advice and W2 forms.

Rhoda Wang 3/19/2007 9:00:16AM

2 Student employees should have an online time input that can be viewed and approved by their supervisor and stored for budget and verification later on.

Cindy Castillo 3/21/2007 8:12:24PM

3 I agree with Rhoda. Students can view and change their personal information at anytime, anywhere regarding their direct deposit, paystub, address, etc..

Jennifer Nguyen 3/27/2007 9:33:46AM

4 Ability to create and execute reports without requiring ETS assistance

Tom Roza 3/27/2007 1:43:58PM

420308 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Vision and Impact, HR/Payroll System

420308 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?

- 1 Using a computer to enter or download information is a new trend and requires some comfort with technology. Employees who do not have access to a computer on a routine day-to-day basis may have difficulties adjusting to a new electronic system. More training sessions may need soon.

Rhoda Wang 3/19/2007 9:01:47AM

- 2 As with the others, adequate staffing to ensure that we can get the job done with the current system while learning & implementing the new system. mgmt must staff t his project with the correct people at the correct time and not expect that everyone will just work harder or out of the box. You need time to think of out of the box solutions and when you are alrady buried with existing work, it is tough to find another way to do things.

Tom Roza 3/27/2007 1:46:08PM

420309 Personally speaking, what are you willing to do to contribute to the success of this project?

- 1 I think going electronic is a necessity and reality in today's workplace. Introducing the on-line time report has been challenging but I feel it is well worth the effort. New ideas always take time for people to accept them and get used to the new process. I hope we are setting the path for future automation.

Rhoda Wang 3/19/2007 9:02:43AM

- 2 Update DisDir with comments and keep nagging about the need for people

Tom Roza 3/27/2007 1:46:51PM

Project Charter, Vision and Impact, Advancement System

421911 Why a new Advancement System?

- 1 What is an Advancement System?

Cindy Castillo 3/21/2007 8:13:06PM

- 2 I ditto Cindy's question?

Tom Roza 3/27/2007 1:47:32PM

- 3 It is related to Advancement of the Foundation of the College, Alumin relations and fund raising. I may not cover the whole issue here, someone more knowledge about this may want to add comments.

Chien Shih 3/28/2007 6:53:28PM

Project Charter, Practical Issues, Student System

420314 What ancillary systems (software and databases outside the core Student system such as third-party applications and homegrown tools and databases) do you currently utilize? What function(s) does each perform?

- 1 Touchnet is primary tool - application, registration, student records, cashiering, etc. Pretty comprehensive use that must interface with SI or any new system.

Kathleen Moberg 3/23/2007 9:58:38AM

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Practical Issues, Student System

420314 What ancillary systems (software and databases outside the core Student system such as third-party applications and homegrown tools and databases) do you currently utilize? What function(s) does each perform?

- 2 Touchnet is used for most of A&R student services- application, registration, parking, transcripts, cashiering, financial aid... MAUI- student/course research, billing (create invoices), FTES calc to compare against 320 reports, retrieve contact information on students. FETCH-used to upload data to SI, retrieve data from SI.

Shawna Aced

3/26/2007 10:41:37AM

- 3 IR&P has developed a set of databases to enable efficient and effective analytical work. The data for these databases is extracted in various ways, some now automated, mostly from the current SI system. We also extract some data from HR and we store data we report to the state MIS and also the so-called "referencial" files that the state produces from our MIS reporting. We have created a sophisticated data warehouse in MS SQL Server called "Deborah." We use it to track student flow, to produce enrollment management-related reports, to produce student demographic profiles and for many other studies and reports. We have another database "Arthur" that stores the MIS data (also in SQL Server). We have another database in SQL Server we refer to as our "daily extracts" which extracts registration information from SI every day for three three prior to and three week after a term starts. The purpose of this database is to be able to compare enrollments on corresponding days to prior corresponding terms and to be able to drill down into the detail of what may be the same or different. We produce the Enrollment Indicators Reports from this database. Finally, we have a large MS Access database from which we produce Program Review Data Sheets for all academic departments annually in late summer. This DB has been an interim solution that we implemented before the data warehouse was up and fully loaded and will be phased out as we convert the reports it produces over to the data warehouse. All these databases have enormously increased our efficiency and greatly expanded our capabilities for producing routine and ad hoc analytical studies and reports. We use the Brio/Hyperion query tool as our main way to access and even analyze the data in these databases. It is highly unlikely that the new system will replace the data warehouse and the MIS data store. However, the new system may enable us to eliminate the daily extracts and we intend to eliminate the Access DB because we can do its job with the data warehouse.

Bob Barr

3/27/2007 12:12:32PM

- 4 Touchnet registration system. Reports web Site (Pay stubs, MER reports, etc)

Tom Roza

3/27/2007 1:49:12PM

- 5 Si system. Also need Mau to run certain reports.

Barry Johnson

3/28/2007 5:32:11PM

420315 What features/functionality of your existing Student system environment require the most improvement?

- 1 Too many screens, too little data on each screen, lack of documentation.

Kathleen Moberg

3/23/2007 11:09:59AM

- 2 Also, we need to automate processes that are currently manual; for example, if a division dean decides to close a waitlist, this has to be done manually by section. Obviously, we need tables developed that would automatically closing waitlists after they reach a certain, predetermined level. There are other processes we need to focus on making more automated with a new system.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Practical Issues, Student System

420315 What features/functionality of your existing Student system environment require the most improvement?

Kathleen Moberg 3/23/2007 1:22:21PM

- 3 We need a system with a much more "rational" and user friendly table structure. Currently, the RMS database is extremely difficult to understand (as least for us non-Info Sys people). Without Jerrick Woo's help it would be impossible to know how to find and query data. It would be great of have a map of the entire system and great documentation (online) as to what the data tables, fields, and values store.

Bob Barr 3/27/2007 12:17:58PM

- 4 the ability to update data in real time without bringing online services down

Tom Roza 3/27/2007 1:49:57PM

- 5 Registration and detail work involed in setting in dates to register. Needs to be streamlined.

Barry Johnson 3/28/2007 5:34:57PM

420316 What key features/functionality of your existing Student system work well and must be carried forward into the new environment?

- 1 As mentioned below: Application, registration, waitlist, add codes, pending Census/grades online for faculty through the portal, all need to stay. 320 related reports also need to be available.

Kathleen Moberg 3/23/2007 11:08:35AM

- 2 Touchnet registration & application

Tom Roza 3/27/2007 1:50:49PM

420317 Please list the mission critical reports you utilize and which core or shadow systems produce these reports.

- 1 Enrollment data related to the 320 report produced on MAQ. It is essential that these reports exist in a mode that makes it easy to create the 320. Enrollment data that relates to daily reports through RBA/MAQ.

Kathleen Moberg 3/23/2007 9:56:41AM

- 2 IR&P produces many enrollment manaagment reports such as reports of FTEF, WSCH, and Productivity by division and department; Program Review Data Sheets (providing 3 to 5 years of historical data); Enrollment Indicators Reports displaying the status of current registrations compared to same day of prior corresponding terms. These reports are produced by Brio query templates from our data warehouse and other "shadow" databases. Transactional systems such as the current SI are not very efficient and often even incapable of providing a structure for analytical and longitudinal studies.

Bob Barr 3/27/2007 12:25:22PM

420318 What *other* issues come to mind? Please list and briefly describe what else we should be thinking about. We may need to refer back to these topics during the course of this project.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Practical Issues, Student System

420318 What *other* issues come to mind? Please list and briefly describe what else we should be thinking about. We may need to refer back to these topics during the course of this project.

- 1 It is essential that we not lose any of our current/pending applications: online app, registration, waitlist, add codes, online grading/Census, links to transcript/verification vendor, and that we have flexibility when new enhancements become available, such as EDI. The conversion must maintain and enhance our current applications. De Anza's reputation is that we are very technologically sophisticated because to the outside world it looks like it. We cannot risk losing that reputation as we bring up a new system. ETS has done a great job of keeping SI together, but we need to ensure that our current external processes run as well, if not better, with a new Student System.

Kathleen Moberg 3/23/2007 11:02:42AM

- 2 Ensuring that the cutover to a new system does not jeopardize the integrity of the data. Impact on students and how they use the system must be comprehended. Students need to be part of the testing group to ensure we don't implement something that 40,000+ students think is a joke.

Tom Roza 3/27/2007 1:53:12PM

Project Charter, Practical Issues, Finance System

420319 What ancillary systems (software and databases outside the core Finance system such as third-party applications and homegrown tools and databases) do you currently utilize? What function(s) does each perform?

- 1 Brio

Kick-Off Group 1 3/14/2007 2:08:01PM

- 2 Filemaker pro for PR tracking and purchasing workload data; third-party website for bid posting and bidder registration; Escape software for warehouse inventory management; Microsoft Office for creation of bid, rfq, rfp, itb, and prequalification documents.

Carmen Redmond 3/14/2007 2:30:59PM

- 3 I use Brio, Maui, and Microsoft excel.

Bret Watson 3/23/2007 3:04:05PM

- 4 MAUI is the prime tool for non FR users as it is more user friendly. It provides a reasonable selection of standard reports but cannot cross fiscal years for comparison, does not show payroll detail and has not graphical capacity.

Mike Brandy 3/27/2007 12:05:03PM

- 5 Macro and Brio are the tools that we use to reconcile the G/L and Sub ledger of Accounts Receivable. We have been looking for a software that can make A/R reconciliation much easier.

Gloria Wu 3/27/2007 3:49:18PM

- 6 I use brio and excel to do my [manual] bank reconciliation. We need a new intergrated cash managment system with bank reconciliation module that we can reoncile book and bank statment easier.

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Practical Issues, Finance System

420319 What ancillary systems (software and databases outside the core Finance system such as third-party applications and homegrown tools and databases) do you currently utilize? What function(s) does each perform?

Cathy Sun 3/27/2007 11:25:05PM

7 ETS developed the Reports Web Site which provides online reports for the following applications: MERs, Timesheets, pay Stubs. A New EIS needs to maintain the interface with the Reports web Site so that it can be maintained and remain functional. Or, the new EIS needs to provide its own functional equivalent that allows people to access the above information from anywhere at anytime

Tom Roza 3/28/2007 10:16:24AM

420320 What features/functionality of your existing Finance system environment require the most improvement?

1 Needs to be more user friendly

Kick-Off Group 1 3/14/2007 2:09:32PM

2 Would like the ability to move toward web based.

Ellen Lyon 3/22/2007 8:40:57AM

3 Would like to get out of the paper environment. Move all paper payment requests to web based and be able to review and post that way. We need a very strong archiving system that allows us to pull information from the web.

Ellen Lyon 3/22/2007 8:44:28AM

4 With the current system too many duplicate vendors are created would like to be able to search on more than the vendor name. Such as tax id.

Ellen Lyon 3/22/2007 9:58:08AM

5 I would like to be able to set up multiple payments against purchase and have the system assign the invoice numbers

Ellen Lyon 3/23/2007 1:35:37PM

6 We need more fields in the vendor name

Ellen Lyon 3/23/2007 1:36:11PM

7 Would like to be able to search by vendor tax ids.

Ellen Lyon 3/23/2007 1:37:13PM

8 Would like a system that will allow purchase orders to have a field that accounts payable can capture invoices as prepaids. Maybe an option to enter an account on the ap side.

Ellen Lyon 3/23/2007 1:38:36PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Practical Issues, Finance System

420320 What features/functionality of your existing Finance system environment require the most improvement?

9 I would like the ability to create custom reports. Right now we take information from FRS, using Brio, and export it to excel and create our reports.

Bret Watson 3/23/2007 3:07:36PM

10 I would like to quickly review fed journal and budget entries without going through ViewP and scrolling down everybody elses entries, or pulling a Brio the next day to review that my jv and budget entry batch was successfully fed into the system.

Bret Watson 3/23/2007 3:09:54PM

11 I would like to copy past jv and budget entries and then manipulate the data for any changed information. This would save time and mistakes in keying in information.

Bret Watson 3/23/2007 3:11:30PM

12 I would like the new system to calculate indirect costs for our grants automatically.

Bret Watson 3/23/2007 3:14:01PM

13 I would like the ability to detail into payroll expense and benefits costs quickly and easilty, not just for the current month, but for past months as well.

Bret Watson 3/23/2007 3:16:40PM

14 System automatically checks account codes and object codes to see if they exist.

Bret Watson 3/23/2007 3:18:38PM

15 The ability to enter multiple jv, budget, or cash journal lines on the system and have them post real time to view the results of those entries.

Bret Watson 3/23/2007 3:20:21PM

16 Electronic purchase requisition forms, that can flag insufficient budget available automatically, so a budget revision can be prepared before forwarding the PR to Purchasing.

Bret Watson 3/23/2007 3:24:29PM

17 ability of user to analyze data, drill down to detail that can be easily read by a non finance user; summarize reports in a coherent manner, integrate with HR/Payroll.

Mike Brandy 3/27/2007 12:18:47PM

18 The Finance system can drill down to the details of SIS transactions without going to the specific SIS reports.

Gloria Wu 3/27/2007 3:58:03PM

19 The system can generate the financial statements that are in compliance with GASB standards.

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Practical Issues, Finance System

420320 What features/functionality of your existing Finance system environment require the most improvement?

Gloria Wu 3/27/2007 4:09:38PM

20 The system can collect all cash, check and credit card information. Bank reconciliation module can provide the function to automatically reconcile bank statement, manually reconcile some special bank transactions and automatically generate reconciliation reports. It can create journal entries when GL journals are reconciled to bank statements.

Cathy Sun 3/28/2007 12:00:25AM

21 Ability for users to create their own reports without ETS involvement

Tom Roza 3/28/2007 10:49:38AM

420321 What key features/functionality of your existing Finance system work well and must be carried forward into the new environment?

1 For accounts payable the duplicate invoice feature works very well. We avoid paying an invoice twice.

Ellen Lyon 3/22/2007 8:45:40AM

2 the transaction oriented basis of this system works very well, it is reliable, rarely goes down and has the ability for us to submit critical funding reports (apportionment) attendance reports and audit reports in an accurate and timely manner

Mike Brandy 3/27/2007 12:16:56PM

3 the interface with the Reports Web Site must be maintained or replaced by a functionally equivalent system to ensure that users have the ability to access report information from anywhere at anytime

Tom Roza 3/28/2007 10:51:08AM

420322 Please list the mission critical reports you utilize and which core or shadow systems produce these reports.

1 CCS 320; CCFS 311 and audit report

Mike Brandy 3/27/2007 12:19:58PM

2 I use Brio to retrieve financial data, then prepare the GASB financial statements and IPEDs finance reports manually.

Gloria Wu 3/27/2007 4:18:26PM

3 Reports Web Site Pay stub and MERs

Tom Roza 3/28/2007 10:51:56AM

4 It will be nice that folks provide feedback to this question can attach a sample report attachment with all individual information blank out.

Anonymous 3/28/2007 7:18:24PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Practical Issues, Finance System

420323 What *other* issues come to mind? Please list and briefly describe what else we should be thinking about. We may need to refer back to these topics during the course of this project.

- 1 WE need to constantly remind ourselves of the different users for the finance system, from the in house finance experts; to the daily users in the departments and the divisions to the departmental managers...each of these groups have very different needs regarding ease of use

Mike Brandy 3/27/2007 12:22:19PM

- 2 Timely and secure access to information and the ability to update or obtain information without having to take the system down.

Tom Roza 3/28/2007 10:53:19AM

Project Charter, Practical Issues, HR System

420324 What ancillary systems (software and databases outside the core HR system such as third-party applications and homegrown tools and databases) do you currently utilize? What function(s) does each perform?

- 1 We use Brio to generate our reports (we have written literally hundreds of queries and reports over the years).

Kick-Off Group 2 3/13/2007 2:06:55PM

- 2 We have modified significant portions of HR to deal with STRS/PERS

Kick-Off Group 2 3/13/2007 2:08:09PM

- 3 We use a customized filemaker pro database to upload applicant information to produce search workbooks, applicant letters, reports and enter some applicant information.

Kim Chief Elk 3/23/2007 4:48:52PM

- 4 We use PeopleAdmin as our applicant tracking and on-line employment application software and storage solution.

Kim Chief Elk 3/23/2007 4:50:18PM

- 5 IR&P extracts certain data from HR and loads it into our data warehouse so that we can efficiently produce reports related to employee counts, demographics, assignments, and trends.

Bob Barr 3/27/2007 12:28:22PM

- 6 We use CalSTRS REAP program to report faculty retirement membership, contributions, service, etc. to CalSTRS.

Patti Conens 3/27/2007 12:48:00PM

- 7 The Reports Web Site has an interface with the HR system for making available for online viewing Pay stubs and timesheets. this information is available from anywhere at anytime

Tom Roza 3/28/2007 11:09:07AM

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Practical Issues, HR System

420325 What features/functionality of your existing HR system environment require the most improvement?

- 1 Each year Payroll staff prepares over 20 system calendars to calculate faculty, staff, students and administrators pay. If the new system has a way to monitor or provide a method to install the new year calendar so staff don't have to identify holidays, weekend and non-working days, it will save a lot of time that we currently spend on preparation.

When manually processing time entries, the new system should provide the current date (mm/dd/yyyy) when we strike the enter key to record when that entry was made. In addition, the system should also allow us to manually enter a different date if we need to process a retroactive change.

Rhoda Wang 3/19/2007 9:04:12AM

- 2 We constantly have to leave HRS to make calculations and adjustments. For example we have to calculate salary adjustments for those on leave using excel and then give a worksheet to payroll for them to enter for payment. Another problem is that we can't make notes in HRS documenting changes.

Patti Conens 3/27/2007 12:51:29PM

- 3 The number of trial payrolls that are executed for each payroll cycle seems as tho it could be reduced. It is assumed this creates additional work for payroll. The numerous trial runs also require additional Production control support to ensure that each trial is properly executed

Tom Roza 3/28/2007 11:12:06AM

420326 What key features/functionality of your existing HR system work well and must be carried forward into the new environment?

- 1 All the month-end, quarter-end, and year-end reports that we use to report to Federal & State agencies and third-party administrators must continue to be offered in the new environment.

Rhoda Wang 3/19/2007 9:04:53AM

- 2 The new system must include our retirement system reporting for CALPERS, CALSTRS DB, and CALSTRS CB. It should also include the annual staff data reporting to the MIS division of the California Community Colleges Chancellor's Office.

Henry Ly 3/27/2007 3:33:45PM

- 3 The interface with the Reports Web Site works well and needs to be maintained or replaced with a functionally equivalent system

Tom Roza 3/28/2007 11:12:57AM

420327 Please list the mission critical reports you utilize and which core or shadow systems produce these reports.

- 1 Paystubs and timesheets stored on the Reports Web Site

Tom Roza 3/28/2007 11:13:32AM

- 2 HR\$DATA:EBC320ER.DAT-Payroll Trials, EBC340-Payroll Report, Document name EWM00027-Program ID WBA250 = Leave Time for Full-Time Employees, Document name EBM610FH - Report EBM610FH = Personal Leave Accrual Listing, paystubs and liquid timesheet on web site

Debbie Haynes 3/28/2007 2:00:11PM

Project Name : EIS System Selection
Reporting Group : All Users

Forum Name : Project Charter

Project Charter, Practical Issues, HR System

420327 Please list the mission critical reports you utilize and which core or shadow systems produce these reports.

3 HR\$DATA:EBC320-Payroll Trials, EBC340-Payroll Report,EBC315 Temporary Timesheet Report, EBC023fh P/T Faculty Timesheet Report

Anna Luna 3/28/2007 2:37:22PM

420328 What *other* issues come to mind? Please list and briefly describe what else we should be thinking about. We may need to refer back to these topics during the course of this project.

1 There is a process called the "Disaster Payroll" process. After each payroll cycle is executed, the very same payroll is executed on a a compute system that is geographically separated from the Admin/HRS System. The purpose of the Disaster Payroll System is to ensure that employees can still be paid in the event the HRS System is not operational. The new EIS System needs to analyze the current Disaster Payroll System and determine if it is still a business requirement. If it is, the new EIS System needs to properly comprehend this requirement

Tom Roza 3/28/2007 11:17:44AM

Project Charter, Practical Issues, Advancement System

421919 What ancillary systems (software and databases outside the core Advancement system such as third-party applications and homegrown tools and databases) do you currently utilize? What function(s) does each perform?

1 What is the Advancement System?

Tom Roza 3/28/2007 11:18:11AM

Project Charter, Practical Issues, Project Concerns / Supporting Technology

420329 What are the most critical technical issues that must be addressed as the District embarks on its EIS initiative?

1 We need to simplify the system architecture before we embark on this EIS initiative. We have too many disparity systems and requires us to spend a lot of resource to support them.

Chien Shih 3/14/2007 2:10:06PM

2 Data records need to be cleansed (duplicate or incomplete records) before migrating to new EIS system.

Lisa Hocevar 3/14/2007 2:12:29PM

3 EIS must provide for secure access to data from anywhere at anytime given the fact that students are using our services 24x7x365 even when the colleges and District are not regularly staffed. Data must be updated in real time and batch updates must be eliminated or significantly reduced. Adequate data backup must be comprehended to ensure that recovery efforts are short, accurate, and easy to execute. 99.9999% System availability must be built into the design of the hardware and software architecture. This means taking into account that failures in servers, I/O devices, and disk storage can be handled in a non-disruptive manner without causing service outages. Failover is automatic and does not require manual intervention.

Tom Roza 3/28/2007 11:24:19AM

420330 What value would a *portal* provide to the District? Share case studies or links to exemplary portals at other institutions.

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Practical Issues, Project Concerns / Supporting Technology

420330 What value would a *portal* provide to the District? Share case studies or links to exemplary portals at other institutions.

- 1 Portal can be a great many things to many people; when the portal was initially deployed, it was an aggregate of the different applications (both legacy and web based) to allow user to be able to access the different systems from one single interface. However, the current state of the art portal is really a mission sensitive of collection of the information to enable user to make timely decision at the place and time they want it. Good example can be a student portal to allow the student to see the current school course offering, cost of the books he may select if he elect one class over another, and the potential class room he/she may go to for the class, these information can be all put together base on the student's current needs.

Chien Shih

3/14/2007 2:17:56PM

- 2 The District already has a Portal so I assume this question means the Oracle Portal System would support access via a portlet to the new EIS system. The new EIS system needs to avoid creating its own method for staff and students to access functions within the EIS system. A web interface to the EIS System is a critical requirement to ensure that the features and functions of the system can be accessed from anywhere at anytime.

Tom Roza

3/28/2007 11:27:12AM

420331 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?

- 1 If we allow employees and students on-line access to more of the system and its data, we must be sure to deal with all of the security issues that arise.
Relates to confidentiality (FERPA and HIPPA) etc.

Kick-Off Group 2

3/13/2007 2:10:59PM

- 2 We need to keep everyone engaged fully throughout the project

Kick-Off Group 2

3/13/2007 2:14:13PM

- 3 We also need to retain key employees and providing the appropriate backfill for those that will be heavily involved in this transition to a new EIS

Kick-Off Group 2

3/13/2007 2:15:04PM

- 4 Migrating data from the current system to the new system is going to be very hard -- we have multiple sources for the "same" data, i.e. demographic information, and it all needs to be clean, reconciled, and prepared for migration

Kick-Off Group 2

3/13/2007 2:16:35PM

- 5 We also need to have access to the historical data after migration

Kick-Off Group 2

3/13/2007 2:17:20PM

- 6 We use third party processors in several key areas - e.g. transcript processing. We need to be able to evaluate those services in light of the new EIS and determine the best course of action in each case - do we keep the third party, do we bring it in house, or ???

Kick-Off Group 2

3/13/2007 2:19:30PM

- 7 Will historical data be carried forward into the new system or will it be housed elsewhere????

Project Name : EIS System Selection

Forum Name : Project Charter

Reporting Group : All Users

Project Charter, Practical Issues, Project Concerns / Supporting Technology**420331 As you think about this project, what are your areas of greatest concern? What can we do to address those concerns?**

Kick-Off Group 3

3/14/2007 11:55:34AM

- 8 I have been told that institutional researchers could no longer access data on the new EIS when West Valley Mission converted several years ago (to Datatel). This was a nightmare for them and, of course, would be nightmore for IR&P here. I don't understand why they could no longer get access. I know other offices at other institutions can and do access Datatel directly and have also build data warehouses from extracted data. At another institution that implemented PeopleSoft, users including IR researchers where limited to queries that took no more than 5 minutes to run. Presumably this was so that the transactional business of the system was not slowed down by processor intensive queries. But this was a serious limitation on the work of the IR office. Here when we query the main SI System we are actually quering a mirror rather than the live system. This works well for IR and keeps the queires by IR and other from interfering with the processing of transactions.

Bob Barr

3/27/2007 12:37:47PM

- 9 Staffing Staffing Staffing! Having the right people available at the right time to do the work. The EIS project must provide adequate personnel backfill positions to perform current baseline duties so that key technical and user staff are available t owork on designing, implementing, and testing the new EIS system. If adequate backfill is not provided, EIS project scheudles will notbe met, and/or the quality of the work will not be maintained at the required level because people will take shortcuts to keep up.

Tom Roza

3/28/2007 11:30:24AM