Project Stakeholder Orientation

Led by Collegiate Project Services
September 19-20, 2012
320 University Pavilion
Orientation Session Goals

• Introduce the project and goals
• Present approach and activities to be conducted
• Provide details for your participation in the project
Goals of the Project

This project is specifically focused on preparation to replace the student information system. The first stage is pre-implementation which consists of “as-is” and “to-be” business process documentation, requirements development, gap analysis of leading solutions and an institutional readiness assessment. If approved by the Board of Trustees to proceed, the second stage is decision making which consists of selecting a student information system and implementation partner.
Project Drivers

✓ Standardization
✓ Modernization
✓ Risk Management
✓ Sustainability
✓ Inclusiveness
✓ Transparency
Collegiate Project Services

Who We Are. Collegiate Project Services specializes in helping higher education institutions with technology and organizational planning.

Our Skill Sets. We are unique in our ability to complement our technology planning services with a powerful portfolio of organizational planning and development services.

Our Qualifications. CPS consultants are credentialed professionals, experienced in enterprise technology assessments, selections and implementations with higher education institutions.

Our Clients. More than 140 institutions across the country

Our Independence. CPS is vendor-neutral consulting firm that represents only the interests of its higher education clients.
Collegiate Project Services Team

Jennifer Albrecht  Project Lead for the CPS Team

Matt Coombs  Technical Expert & Integration Specialist

Jason Elwood  Functional Expert & Business Process Workflow Analysis Lead

Caren Kimenker  Functional Expert

John Pratt  Functional & Technical Expert
# Project Timeline – Phases I & II

<table>
<thead>
<tr>
<th>Phase I: Needs Assessment</th>
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<tbody>
<tr>
<td>Technology Preview</td>
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<tr>
<td>Business Process Analysis</td>
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<td>Requirements Gathering</td>
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<th>Phase II: Options &amp; Readiness Assessment</th>
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<tbody>
<tr>
<td>Gap Analysis</td>
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<tr>
<td>Comparative Analysis of SIS Options</td>
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<td>Institutional Readiness Assessment</td>
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## Project Initiation

<table>
<thead>
<tr>
<th>2012</th>
<th>2013</th>
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<tbody>
<tr>
<td>Sept</td>
<td>Oct</td>
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<td>Mar</td>
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<td>Apr</td>
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**Final Reports due to UC**
### Project Timeline – Phases III & IV

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<thead>
<tr>
<th>Event</th>
<th>2013</th>
<th>2014</th>
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<tbody>
<tr>
<td>UC BOT Decision to Proceed</td>
<td>Apr - Jun</td>
<td>Jul-Sept</td>
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<td>Phase III:</td>
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<td><em>SIS Solution Selection</em></td>
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<td>Phase IV:</td>
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<td><em>SIS Implementation Partner Selection</em></td>
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<tr>
<td>UC Ready to Begin Implementation</td>
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<td>Jan-Mar</td>
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*Note: The timeline shows the expected time frames for each phase.*
Project Methodology

Phase I
- Needs Assessment

Phase II
- Options & Readiness Assessment
  - Gap Analysis
  - SIS Options Assessment
  - Readiness Assessment

Project Initiation
- Technology Preview
- Business Process Analysis
- Requirements Gathering
Expected Outcomes:
- Finalized Timeline & Project Schedule
- Finalized Communication Plan
- Project Website
- Orientation & Kickoff sessions with Project Leadership & University stakeholders
**Expected Outcomes:**

- **SIS solution overview demonstrations** (Ellucian, SAP, Oracle/PeopleSoft, Kuali)
- **Stakeholders will be better educated about the capabilities of modern SIS systems**
- **Project team members will be more prepared to participate in workflow visioning and requirements definition**
Project Methodology

Expected Outcomes:

- ‘To be’ process maps defining future state for entire student lifecycle
- ‘As is’ process maps for individual business units and functions
- Inventory of processes to be considered for future vendor evaluation activities
Expected Outcomes:

- Comprehensive library of prioritized user requirements for new SIS
- Database of requirements to be used in assessment and future vendor selection
Using the DecisionDirector Tool for Requirements Gathering

- Flexible and easy-to-use web-based platform for structured stakeholder collaboration
- Used by more than 200 higher education institutions in ERP-class software system planning and selection projects
- Extensive library of customizable KnowledgePacks

- Requirements Definition
- Vendor Evaluation
- Demo Evaluation
Users review functional & technical capability statements

Users provide input on level of need, existing capabilities
Student Information System (SIS)
Replacement Project

Project Methodology

Expected Outcomes:
✓ Quantitative analysis against SIS system profiles
✓ High level analysis of UC requirements against Kuali Roadmap

- Project Initiation
- Technology Preview
- Business Process Analysis
- Requirements Gathering
- Gap Analysis
- SIS Options Assessment
- Readiness Assessment
Expected Outcomes:
- Analysis of SIS options against common factors
- Review of IT factors needed to support a new SIS
- Conclusions and recommendations for an overall strategy to inform UC BOT decision
System Replacement Options

- Single Vendor ERP Solution
- Multiple Vendor ERP Solution
- Multiple Source ERP Solution
Analyze the Options

Solution Offerings

• Match to Functional Needs
• Strategic Alignment
• Time to Solution
• Total Cost of Ownership
• Solution Track Record
• Technology Framework
• Deployment Options
• Others…
Expected Outcomes:

✓ Detailed analysis of UC’s strengths and weaknesses to carry out an SIS implementation against our 16 proprietary readiness factors

✓ Recommended actions and interventions to close readiness gaps

✓ Implementation blueprint including key project planning deliverables
Expected Outcomes

This project is specifically focused on preparation to replace the student information system. The first stage is pre-implementation which consists of “as-is” and “to-be” business process documentation, requirements development, gap analysis of leading solutions and an institutional readiness assessment. If approved by the Board of Trustees to proceed, the second stage is decision making which consists of selecting a student information system and implementation partner.
Opportunities to Participate

- Technology Preview week of 10/1
- Business Process Analysis (BPA) Visioning week of 10/8
- BPA ‘As is’ sessions beginning week of 10/22
- Requirements Gathering beginning November
- Individual Interviews
- Online survey
- Mid-project Town Hall Meeting in January
Questions,
Comments or
Concerns?

Visit us at www.uc.edu/sis
Email us at sis@uc.edu