Board of Trustees – College Projects Report Update – October 10, 2017

Planning at Barton County Community College is an ongoing effort to anticipate, predict and align future activities and provide a framework to advance the College's vision, mission and goals. It must be clear to the entire organization where we are going, why we are going there, and how we will get there.

Major college projects will align with Vision, Mission, ENDs, and Core Priorities.

Vision

Barton Community College will be a leading educational institution, recognized for being innovative and having outstanding people, programs and services.

Mission

The Mission of Barton Community College is to provide quality educational opportunities that are accessible, affordable, continuously improving and student focused. Barton is driven to provide an educational system that is learning-centered, innovative, meets workforce needs, strengthens communities, and meets the needs of a diverse population.

We will seek to achieve our mission through eight ENDs and four Core Priorities (Values) that define our commitment to excellence in education.

ENDs

1. Essential Skills
2. Work Preparedness
3. Academic Advancement
4. "Barton Experience"
5. Regional Workforce Needs
6. Barton Services and Regional Locations
7. Strategic Plan
8. Contingency Planning

Core Priorities
Drive Student Success
Cultivate Community Engagement
Optimize Employee Experience
Emphasize Institutional Effectiveness

As the college community interprets the above guiding statements we produce projects which we believe align and meet the intent of the Board.

To assist presidents staff in monitoring progress and current activity of major college projects a white board has been placed in A-113. This white board lists project title and lead personnel and is used as both a reporting tool and guidance as to whether more projects can be added.

1. **Mark Dean - Banner Faculty Load and Compensation (FLAC)** – Is a module that allows for the integrated management of faculty load assignments and faculty compensation.
   o The four training sessions scheduled in May, June, July and August were all completed.
   o Pilot group is live and will reflect on the November payroll.

2. **Michelle Kaiser - Banner® by Ellucian** is the world's leading higher education ERP—the solution of choice for almost 1,400 institutions in 40 countries. With the industry's most comprehensive set of features and future-ready technology, Banner strengthens every major workflow in higher education, from student recruiting and retention to talent attraction and management. Conversion from current version 8 to version 9.

   o Test instance has been running since June.
   o Training for strong Banner users took place in September at Great Bend campus and GVP location for Fort Riley and GVP staff.
   o Production instance will be running by end of October
   o Only Banner is receiving the upgrade, not the portal or PAWS.

3. **Angie Maddy - Maxient** - Whether it's student discipline, academic integrity, care and concern records, Title IX matters, or just an "FYI", Maxient's Conduct Manager has you covered for all things related to a student's conduct and well-being. Maxient serves as an integral component of many schools overall early alert efforts, helping to identify students in distress and coordinate the efforts of various departments to provide follow-up.
   o To date, basic Maxient training has been provided to the most of the primary users. Follow up training is forthcoming.

4. **Claudia Mather, Angie Maddy, Michelle Kaiser - Enrollment Rx's** higher education CRM redefines enrollment management with powerful workflow, activities, and communication functionality to supercharge processes and streamline operations. Our CRM Enrollment Management Products automate communications, minimize laborious activities and maximize visibility into the student lifecycle to help you effectively manage marketing, recruitment, admissions and enrollment processes.

   o As of last week (October 2, 2017) it is live for students. This has been a soft "going live" event in order to test the initial roll out of the product to the public. In the first two days, over a dozen students   had already submitted applications, including students indicating Barton County Campus as their primary location as well as online as their primary location/modality. WE are seeing a variety of student types including transients who have indicated their "home" (primary) institution, degree seeking and non-degree seeking and those seeking both transfer and WTCE programs.

- At least one student submitted information in a format that cannot load to Banner, however we have a clean-up process in place for that and eventually, the Clean Address product will address this issue.
- Some applicants have selected intended transfer institutions from those noted on the portal which will allow us the opportunity to customize communications and transfer connections for them from the very beginning of their Barton journey.
- Interestingly, a few students have started the application but not completed it. In the past, we would never even have known about these individuals. Our Student Services Concierge will be reaching out to these folks prompting them to complete the application and offering assistance if needed.

The Barton Admission portal is going to open up a number of opportunities for process efficiency and improvement with applicants.

5. **Michelle Kaiser, Angie Maddy - CLEAN_Address®** is the integrated address verification solution that corrects and standardizes postal addresses within Ellucian Banner®
   - Started implementation process in August
   - October 6 Technical/Functional call
   - November Clean Address Implementation to TEST database

6. **Michelle Kaiser, Brandon Steinert - Microsoft Office 365, Sharepoint, Amazon Web Services** - Cloud based to allow access anywhere, across any devices when and where you need it, store, access and share documents, upgrades faster. Amazon Web Services is a secure cloud services platform offering compute power, database storage, content delivery and other functionality to help businesses scale and grow. Barton currently has www.bartonccc.edu site in the Amazon Web Services.

   - To date Barton has most all web servers in the AWS.
   - Moved archive date for Athletic department to AWS.
   - Using AWS for an alternative backup solution

7. **Mark Dean - Clery Act Compliance Team** - Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses. Compliance is monitored by the United States Department of Education, which can impose civil penalties, up to $35,000 per violation, against institutions for each infraction and can suspend institutions from participating in federal student financial aid programs.

8. **Elaine Simmons – Program Reviews** –

   o Instructional Divisions are preparing to launch work on the 2017-2018 program reviews. The reviews include: past goal reviews, new goal setting, data collection and program narratives. All instructional areas are included: Academics, BOL, FR/FL, GVP and WTCE. Reviews are scheduled to be submitted to the Vice-President's Office by January 2nd.

   o October 30-December 8, 2017
        i. Instructional Teams Prepare Responses to 2016-2017 Goals
        ii. Instructional Teams Identify 2017-2018 Goals (Goal Definition Below)
        iii. Instructional Teams Complete Program Review Template
   o December 11, 2017-January 26, 2018
        i. Program Reviews Submitted to Respective Deans for Review & Response
   o January 29, 2018
        i. Executive Program Review Summary Submitted to Vice-President for Review & Response
   o February 28, 2018
        i. Vice-President Submits Final Report to President

9. **Michelle Kaiser - Barton Mobile Applications and Beacons** - Used by more than 900 colleges and universities around the globe, Ellucian Mobile is the most widely adopted mobile solution for higher education.
   o This has been tabled until Barton completes the upgrade to Banner 9. The mobile application and beacons have dependencies on Banner 9.

10. **Angie Maddy, Myrna Perkins, Whitney Asher – Campus Logic** Increases accessibility, reduces student borrowing, and drives down the cost of financial aid administration with the only true end-to-end student financial aid engagement platform.

    o Campus Logic enhances the financial aid process by providing the following functionality:
         i. Ability to complete required forms through an electronic version rather than paper-based.
         ii. Ability to eSign documents.
         iii. Can submit documents through a secure online upload.
         iv. Can access required documents using smart phones, tablets, laptops, etc.
         v. Can receive text alerts when action is needed to complete the financial aid process.
         vi. Guides applicants through online documents using pre-filled information and skip logic.

      vii.   Automatically alerts students when documents are received by the FAO.

    viii.   Provides links to where 3rd-party documents can be obtained (e.g. IRS, Selective Service)

      ix.   Provides a log of staff/student actions taken for students to view.

11. **Mark Dean - Point of Sale System –** Is a system for the college bookstore for book rentals, inventory control, which is an audit requirement and general inventory control. This product will simplify processes in bookstore for customers as well as the employees to make a purchase by scanning rather than manual entry.

Project	% Percent Completed										
	0	10	20	30	40	50	60	70	80	90	100
Banner Faculty Load and Compensation (FLAC)	■	■	■	■	■	■	■	■	■		
Banner 9	■	■	■	■							
Maxient	■	■	■								
Enrollment RX	■	■	■	■	■	■	■	■	■		
Clean Address	■	■									
Microsoft Office 365/SharePoint/Amazon Web Services	■	■	■	■							
SharePoint											
MO365	■	■									
Clery Act Compliance Team	■	■	■	■	■	■	■	■	■	■	■
Program Reviews											
Barton Mobile Applications & Beacons	■										
Campus Logic	■	■	■	■	■	■					
Point of Sale System	■										

Project timeline Gantt chart.

Project	2016						2017												2018												2019											
---	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Banner Faculty Load and Compensation (FLAC)											G	G	G	G	G	G	Y	R																								
Banner 9							G	G	G	G	G	G	G	G	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	R												
Maxient	G	G	G	G	G	G	G	G	G	G	G	G	G	G	G	Y	Y	Y	R																							
Enrollment RX	G	G	G	G	G	G	G	G	G	G	G	G	G	Y	Y	Y	Y	Y	R																							
Clean Address											G	G	G	G	G	G	Y	Y	R																							
Microsoft Office 365/SharePoint/Amazon Web Services			G	G	G	G	G	G	G	G	G	G	G	G	G	G	B	B	B	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
SharePoint																			G	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	R
MO365	G	G	G	G	G	G	G	B	B	B	B	B	B	B	B	B	B	B	G	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	R
Clery Act Compliance Team	G	G	G	G	G	G	G	G	G	G	G	G	G	G																												
Program Reviews															G	Y	Y	Y	Y	Y																						
Barton Mobile Applications & Beacons																			Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	R					
Campus Logic											G	G	G	G	G	G	G	G	Y	Y	Y	Y	Y	Y	R																	
Point of Sale System																			G	Y	Y	R																				

Legend

Project Start and Amount Completed	(green)
To be Completed by	(red)
Project to Accomlish	(yellow)
Gap in Project due to Dependencies	(blue)