Board of Trustees – College Projects Report Update – June 12, 2018

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 Reviewing how to alert instructors using the Banner System notification system.

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.
   o As of November 2017, Barton has had a Banner 9 production instance running. Users are in and migrating over to Banner 9.

3. **Angie Maddy - Maxient** - Maxient is currently in use for all Code of Conduct incidents and Title IX complaints by the users involved with those processes. Next phase of implementation will involve Academic Integrity incidents – those discussions began late this spring and will resume again in the fall. Still under consideration is if we will utilize Maxient for Students of Concern incidents as well. Those considerations will resume in late fall.

4. **Claudia Mather, Angie Maddy, Michelle Kaiser - Barton Admissions Portal (BAP) AKA - Enrollment Rx -** Enrollment RX system has been in use for over 6 months. Currently, Admissions staff complete a quick review of applications and, if there seem to be no concerns with the application, push the application to admit status. A process is in place to request additional information from applications with incomplete or unusual information. Next steps involve moving all applications to the Barton Admissions Portal (about 50% of fully online applications are still coming in through the Genius Registration System, and the other half through BAP). We do not anticipate problems with that step. Additionally, Instruction and Student Services personnel will be meeting very soon regarding the planned phasing out of Genius which will see BAP and Banner used for all application and registration/enrollment functions.

5. **Michelle Kaiser, Angie Maddy - CLEAN_Address®** is the integrated address verification solution that corrects and standardizes postal addresses within Ellucian Banner.

   o Implementation was complete as of 4/30/18

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

7. **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 Phase 1 is completed (this was all the student facing/form functionality).
   o Phase 2 being implemented the month of June (this consists of all the staff facing functionality which will interface with Banner, and integrating the appeal process into Campus Logic).
   o A noted and significant outcome has been the elimination of time spent uploading paper documents to the prior system, which has been a time savings for both students and staff. Barton's FAO launched Campus Logic last August, 2017 for aid year 2017-18, which would mean we had the CL functionality for about half of the processing time for that year. I pulled some data comparing 16-17 with 17-18. (Keep in mind we only had CL for about half of the 17-18 processing year.) As students are able to complete and submit their requirements online, here are some estimated data points:
      • Application processing has gone from 10 weeks to 7 weeks.
      • Document intake has been reduced by 30%.
      • Face-to-Face appointments have decreased by 38%

8. **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.
   o Product is in and working at Bookstore.
   o Next Phase:
      i. Integrate data from Banner
      ii. Setup Online Store Front
      iii. Allow students ability to "rent" books like they would through other online stores.

9. **Michelle Kaiser - Banner 9 Self Service by Ellucian Upgrade –** Also known as PAWS, while Banner received an upgrade form version 8 to 9, self-service is now due for an upgrade.

10. **Mark Dean - Time Clock System for Student employment –** Current time clock solution no longer supported and is failing. The new time clock system allows for better management of work for students as it will integrate with Banner and student's schedules will be uploaded into the system and the college will meet compliance for the Department of Ed. for financial aid reporting.

11. **Cathie Oshiro - Title III –** Barton has a team that is working since August of 2017 toward applying for Title III Grant in 2019.

12. **Myrna Perkins/Michelle Kaiser – Compliance GLBA/GDPR –** Myrna and Michelle are working to update policies and procedures for Barton to ensure that what we say we are doing we are actually doing.

13. **Mark Dean - 25 Live –** The current administrative software used by facilities, College Nets Resource 25, must be upgraded to the most recent version.

Project Timeline (Gantt Chart)

	2016						2017												2018												2019												2020											
Project	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	J	F	M	A	M	J	J	A	S	O	N	D

Projects:
- Banner Faculty Load and Compensation (FLAC)
- Banner 9
- Maxient — PHASE I / PHASE II / PHASE III
- Enrollment RX — PHASE I / PHASE II / PHASE III
- Clean Address
- Microsoft Office 365/SharePoint/Amazon Web Services
  - SharePoint
  - MO365 — PHASE I / PHASE II
- Campus Logic
- Point of Sale System
- WorfFlow for FLAC
- Banner 9 Self Service
- Time Clock System
- Title III
- Compliance - GLBA/GDPR/Over All
- 25 Live - Replace Resource 25

Legend

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

	% Percent Completed										
Project	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	🟩	🟩									
Campus Logic	🟩	🟩	🟩	🟩	🟩	🟩					
Point of Sale System	🟩	🟩	🟩	🟩	🟩	🟩	🟩				
Workflow for FLAC	🟩										
Banner 9 Self Service	🟩	🟩									
Time Clock System	🟩										
Title III	🟩	🟩	🟩	🟩	🟩						
Compliance GLBA/GDPR	🟩	🟩	🟩								
25 Live - Replace Resource 25											