

# INITIAL PROJECT PROPOSAL

## (Project Name/Type)

---

### EXECUTIVE SUMMARY – SECTION 1

Schedule + is the scheduling software for all three KCCD colleges. It is considered “end of life” at this point, and we need to find a suitable replacement that meets the needs of the colleges. Bakersfield College, in particular, is interested in finding a platform that can assist with enrollment management-related scheduling, event scheduling, and predictive analytics.

### BUSINESS PROBLEM

#### ANALYSIS

Failure to implement a viable solution will result in the unplanned failure of Schedule+, and an untenable scheduling situation for Bakersfield College. This should be considered a preemptive solution to an eventual catastrophic failure of a mission critical piece of software.

Benefits to this move would include software with a higher level of business intelligence, higher reliability, and greater efficiency in scheduling.

### SOLUTION

#### OBJECTIVES

We are looking for a cloud-hosted scheduling solution. Requirements are currently being developed, but class scheduling, event scheduling, and analytics are important. This software would need bidirectional communication with Banner.

#### DELIVERABLES

Functional Instance of Scheduling Platform

Banner connections

Training for admins and end users, as needed

#### ESTIMATED COST

Provide high-level cost information or funding(s) for implementing the proposed solution. Items include Software, hardware, training, ongoing license\maint, purchase price.

Description	Estimated Cost
Per year estimate, based on broad survey of vendors	\$50,000 /year
Ongoing cost of solution (sponsor will commit to funding)	
<b>TOTAL ESTIMATED COST OF PROPOSED SOLUTION</b>	

## AUTHORIZATION – SECTION 1

Date: 11/28/2018

Bill Moseley/Liz Rozell Project sponsor approval

## COLLEGE REVIEW AND APPROVAL – SECTION 2

*Note: This section to be completed by the campus IT Director, or in the case of the district office, a district office IT Director.*

Provide high-level, summary information about the project and why it is needed. This section is submitted to the college's technology committee and approved locally before submission to the district wide committee.

If it is determined it can be done locally no further submission into the district wide process is required and the college will proceed as needed.

The following are areas that need to be reviewed and verified prior to further submission into the process. Several of these sections will help indicate if District Office resources are needed.

- SSO (Single Sign-on) – Will staff need to have access to the system (internal\external to the district).
- Data integration – What other systems will this solutions’ data need to access - both internal\external to the district.
- New application – Is this a new application in the district
- Security – Data\access security analysis
- Legal – Contracting language, FERPA, HIPPA, etc.
- Accessibility – ADA, 508 compliance

### ESTIMATED TOTAL COST OF OWNERSHIP

This section will share how this product will be supported for the duration of the life cycle until it is discontinued. Key parts will include:

- Ongoing funding source – This is GUI, RP, grant, etc.
- Staff support – how will this be supported for ongoing maintenance of the solution

If this is a grant funded project the college will provide the resources to support this system once the grant funding has ended.

### AUTHORIZATION – SECTION 2

Date: \_\_\_\_\_ IT Committee Faculty Co-chair

Date: \_\_\_\_\_ College IT Director approval

### COMMITTEE REVIEW – SECTION 3

#### ESTIMATED SCHEDULE

Provide high-level schedule key milestones.

Project Milestones and/or Phases	Estimated Completion Date
Start of Project	

End of Project	

Modifications to any requirements, timeline, scope, etc. of this project can only be authorized with a formal change control request and with approval of the below signatories

Date: \_\_\_\_\_ College IT Director approval

Date: \_\_\_\_\_ Chief Information Officer

*This section still in development.*