

PERALTA COMMUNITY COLLEGE DISTRICT  
**Board of Trustees Agenda Report**  
For the Trustee Meeting Date of January 27, 2009

ITEM # 9

**ITEM TITLE:** *(Please define the subject; e.g., change order – Berkeley City College)*

Consider approval for a contract with CIBER for Academic Advisement

**SPECIFIC BOARD ACTION REQUESTED:**

The approval of a contract with CIBER for Academic Advisement for a 9-month period

**ITEM SUMMARY:** *(PLEASE DISCUSS THIS ITEM)*

- Implement a degree audit solution that is integrated with our Student Administrative system to streamline the academic counseling process and improve service to our students
- *Implement a document imaging system to capture paper source documents*

Benefits:

- Peralta owns the software to implement this application
- Course catalog, student academic records and program requirements are all in one system, easing analysis
- Improves recruitment and retention of students
- Provides rapid access to student history including all college transcripts
- Academic Advisement staff will be able to spend more quality time with each student because of a streamlined process
- Provides visibility of degree requirements across all campuses

The total contract amount shall not exceed \$506,880.00 *(does not include imaging)*

**BACKGROUND/ANALYSIS:**

- Academic Counseling/Advisement is understaffed and spends too much time tracking progress against program requirements for each student
- Student academic records are not synced with program requirements
- This can affect student retention and graduation rates

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:** The Chancellor recommends approval.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

Measure A: "Classrooms and facilities to enhance the community outreach capabilities of the District among the numerous ethnic communities living in and served by the District and technology upgrades" (including consolidation of student services)."

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES     X                          NO                     

**COMMENTS:**

This project is a joint effort between Educational Services, Finance, and Information Technology.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Wise E. Allen, Vice Chancellor for Educational Services

**DID A BOARD STANDING COMMITTEE APPROVE THE ITEM?** YES                                           NO     X    

**IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
Wise E. Allen, Vice Chancellor for Educational Services

**DOCUMENT PRESENTED BY:**

Prepared by: Wise E. Allen Date: 1/22/09  
Wise E. Allen, Vice Chancellor for Educational Services

**FINANCE DEPARTMENT REVIEW**

Finance review required       Finance review not required

If Finance review is required, determination is:  Approved       Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Thomas Smith Date: 1/22/09  
Thomas Smith, Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required       Legal review not required

If Legal review is required, determination is:  Approved       Not Approved  
(Note: as continued rollout plan)

Signature: Thuy T. Nguyen Date: 1/22/09  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda       Not Approved, but Place on Agenda

Signature: Elihu Harris Date: 1/22/09  
Elihu Harris, Chancellor