Peralta Community College District

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Office of Finance and Administration

Memorandum

To: Dr. José M. Ortiz, Chancellor

From: Ronald P. Gerhard, Vice Chancellor

Date: April 19, 2013

Subject: April 23, 2013 Board Report

PeopleSoft Upgrade – Project Update

Project # 2.9 within the approved Information Technology (IT) Strategy is the upgrade of our HR and Student Administration PeopleSoft modules. The current operating versions of these modules are the same versions which the District initially implemented in 2005. The urgency of completing this project rests with the fact that we will lose support from Oracle should we not complete this upgrade. Further, completion of other major projects within the IT Strategy is dependent upon this upgrade, namely the implementation of the Student Financial Aid and Time and Labor/Absence Management modules.

To assist IT in the planning, communication, and monitoring of this project a Steering Committee has been assembled. The Steering Committee members represent the various stakeholders and users that will be directly impacted by this project. Committee members include students, counselors, academic senate, college presidents and representatives from Human Resources, General Services, Financial Aid, Legal, Public Relations, Student Services, IT and Finance. The Steering Committee meets weekly with the charge of providing timely feedback on key decision points as well as receiving updates on the status of the project.

The project began in fall 2012 and is currently scheduled to conclude on May 20, 2013 barring any unforeseen issues. The project budget is $1,446,500 and as of April 15th we have incurred expenditures of $649,485. The timing of the project is one that was largely out of IT's control. As noted above, the two key factors that controlled the project timing were the urgency created by the potential loss of support from Oracle as well as the urgency behind implementing other key projects which cannot occur until this upgrade project concludes. For example, the Student Financial Aid (SFA) module implementation was also identified as an urgent and critical project within the IT Strategy. The implementation of the SFA module was identified as a high priority as it will reduce operating costs to the district (by eliminating the annual contract supporting the existing system) as well as create efficiencies in the manner in which students receive financial aid. Normally, the implementation of the SFA module would require 12 to 18 months. But

because the federal government begins processing applications for federal financial aid on a calendar year basis, the District's desired "go-live" date is January 1, 2014. Therefore, to have the Student Financial Aid system up and running by January 1, our implementation will take place in 6 to 9 months. To accommodate these timelines, the PeopleSoft system will be down beginning the evening of May 16th through May 19th so that the upgrade can be completed.

Presently, the upgrade project is within budget and timelines. In addition to the Steering Committee, this project is being supported by key staff members within the IT department and two outside contractors, ERP Analysts and Everge. Both contractors are providing technical and project management support that is not available from internal resources and are currently scheduled to be on site through project implementation and completion.

Additional information is available on our website at http://web.peralta.edu/it/psupgrade/.

2012-13 Budget Variance Reports

Attached are budget variance reports for the District's largest funds: Unrestricted General Fund; Measure B – Parcel Tax Fund; Restricted General Fund; and Measure A Bond Fund. These reports summarize activities recognized during the period of July 1, 2012 through March 31, 2013. Through nine months of the fiscal year, the District continues to recognize revenue and spend within expectations and budget parameters. It should be noted that for purposes of reviewing and monitoring general operations, the Unrestricted General Fund and Measure B – Parcel Tax Fund should be reviewed collectively as the primary purpose of Measure B is to support and maintain course offerings and services to students.

Peralta Colleges
Income Statement - GENERAL UNRESTRICT OPER
For the Period Ending
March 31, 2013

		App Budget		Actuals		% Used		Last Year Actuals
Revenue								
Federal Revenue	$	-	$	-		NA	$	-
State Revenue	$	(66,614,533)	$	(24,702,433)		37%	$	(35,770,945)
Local Revenue	$	(40,690,477)	$	(31,194,827)		77%	$	(25,303,951)
Trans Res Revenue	$	(11,398,445)	$	-		0%	$	(9,325,558)
Beginning Fund Balance	$	-	$	-		NA	$	-
Revenue Total	$	(118,703,455)	$	(55,897,260)		47%	$	(70,400,454)
Expenses								
Full Time Academic	$	18,401,123	$	10,937,498		59%	$	11,363,217
Academic Admin	$	3,777,993	$	2,456,699		65%	$	2,420,484
Other Faculty	$	5,049,627	$	3,097,755		61%	$	3,363,039
Part Time Academic	$	9,266,723	$	9,682,631	A	104%	$	11,689,350
Classified Salary	$	20,652,731	$	14,757,935		71%	$	14,375,406
Fringe Benefits	$	37,901,583	$	25,607,694		68%	$	25,363,175
Books, Supplies, Services	$	14,809,488	$	8,910,777		60%	$	7,494,260
Equipment Cap Outlay	$	223,749	$	85,630		38%	$	49,100
Debt Service Transfer	$	5,411,713	$	5,411,713		100%	$	2,066,318
Financial Aid	$	-	$	-		NA	$	-
Fund Balance	$	965,120	$	-		0%	$	-
Expense Total	$	116,459,850	$	80,948,333		70%	$	78,184,348

Footnotes:

A Expenditures over budget will be covered with salary savings in Full Time Academic bugets.

Peralta Colleges
Income Statement - General Restricted Fund
For the Period Ending
March 31, 2013

	App Budget	Actuals	% Used	t Year Actuals
Revenue				
Federal Revenue	$ (10,196,880)	$ (3,420,595)	34%	$ (4,142,436)
State Revenue	$ (9,451,107)	$ (6,198,072)	66%	$ (7,387,086)
Local Revenue	$ (2,220,788)	$ (1,103,138)	50%	$ (1,147,161)
Trans Res Revenue	$ (1,334,653)	$ (1,184,323)	89%	$ (1,157,655)
Beginning Fund Balance	$ -	$ -	NA	$ -
Revenue Total	$ (23,203,428)	$ (11,906,128)	51%	$ (13,834,337)
Expenses				
Full Time Academic	$ 478,501	$ 349,428	73%	$ 304,113
Academic Admin	$ 630,289	$ 305,943	49%	$ 343,208
Other Faculty	$ 1,621,779	$ 957,652	59%	$ 963,117
Part Time Academic	$ 3,571,263	$ 2,068,754	58%	$ 2,170,055
Classified Salary	$ 5,579,800	$ 3,957,923	71%	$ 3,845,586
Fringe Benefits	$ 3,528,785	$ 2,192,143	62%	$ 2,119,019
Books, Supplies, Services	$ 5,720,092	$ 1,789,559	31%	$ 1,550,337
Equipment Cap Outlay	$ 1,239,323	$ 604,380	49%	$ 350,139
Debt Service Transfer	$ -	$ -	NA	$ -
Financial Aid	$ 1,068,759	$ 618,399	58%	$ 623,931
Fund Balance	$ 17,642	$ -	0%	$ -
Expense Total	$ 23,456,233	$ 12,844,181	55%	$ 12,269,505

Peralta Colleges
Income Statement - PARCEL TAX, MEASURE B
For the Period Ending
March 31, 2013

	App Budget	Actuals	% Used	Last Year Actuals
Revenue				
Federal Revenue	$ -	$ -	NA	$ -
State Revenue	$ -	$ -	NA	$ -
Local Revenue	$ (7,717,284)	$ (4,043,376)	52%	$ -
Trans Res Revenue	$ -	$ -	NA	$ -
Beginning Fund Balance	$ -	$ -	NA	$ -
Revenue Total	$ (7,717,284)	$ (4,043,376)	52%	$ -
Expenses				
Full Time Academic	$ -	$ -	NA	$ -
Academic Admin	$ -	$ -	NA	$ -
Other Faculty	$ -	$ -	NA	$ -
Part Time Academic	$ 5,268,083	$ 3,418,333	65%	$ -
Classified Salary	$ 553,048	$ 15,626	3%	$ -
Fringe Benefits	$ 526,847	$ 373,917	71%	$ -
Books, Supplies, Services	$ 1,282,356	$ 1,180,370	92%	$ -
Equipment Cap Outlay	$ 86,950	$ -	0%	$ -
Debt Service Transfer	$ -	$ -	NA	$ -
Financial Aid	$ -	$ -	NA	$ -
Fund Balance	$ -	$ -	NA	$ -
Expense Total	$ 7,717,284	$ 4,988,246	65%	$ -

Peralta Colleges
Income Statement - Bond Measure A
For the Period Ending
March 31, 2013

		App Budget		Actuals	% Used		Last Year Actuals
Revenue							
Federal Revenue	$	-	$	-	NA	$	-
State Revenue	$	-	$	-	NA	$	-
Local Revenue	$	(450,000)	$	(167,946)	37%	$	(328,973)
Trans Res Revenue	$	-	$	-	NA	$	-
Beginning Fund Balance	$	-	$	-	NA	$	-
Revenue Total	$	(450,000)	$	(167,946)	37%	$	(328,973)
Expenses							
Full Time Academic	$	-	$	-	NA	$	-
Academic Admin	$	-	$	-	NA	$	-
Other Faculty	$	-	$	7,604	NA	$	7,438
Part Time Academic	$	-	$	-	NA	$	-
Classified Salary	$	826,973	$	455,878	55%	$	603,747
Fringe Benefits	$	479,575	$	235,518	49%	$	300,097
Books, Supplies, Services	$	36,182,637	$	991,023	3%	$	1,217,013
Equipment Cap Outlay	$	176,699,112	$	8,731,494	5%	$	18,660,846
Debt Service Transfer	$	-	$	-	NA	$	-
Financial Aid	$	-	$	-	NA	$	-
Fund Balance	$	-	$	-	NA	$	-
Expense Total	$	214,188,297	$	10,421,517	5%	$	20,789,140