

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of October 22, 2013**

**ITEM TITLE:**

Extension for ERP Analysts PeopleSoft interface redesign for Admission, Advising, and State Reporting.

**SPECIFIC BOARD ACTION REQUESTED:**

Consider approval of the contract extension with ERP Analysts to complete the redesign of the PeopleSoft interfaces between CCC Student Admissions Application, State MIS Reporting, and Academic Advising.

**ITEM SUMMARY:**

Consider approval of extending the contract with ERP Analysts to complete the redesign of the PeopleSoft interfaces between Student Admissions Application, State MIS Reporting, and Academic Advising. Approval of an augmentation in the amount of \$40,000 is requested. The full amount of the contract is not-to-exceed \$108,540. The interface system redesign will aid in providing core matriculation services improving student education planning support services.

ERP Analysts is an IT Professional Services firm specializing in PeopleSoft Implementation/Upgrade/Support consulting services. Since 1999, ERP has successfully assisted mid-size and large organizations with software implementations, IT staffing, business process management, and document and workflow management. Certified as an Oracle Platinum Partner, Minority Owned Company, and Disadvantaged Business Enterprise, ERP has successfully provided similar services to South East Louisiana University, New Jersey City University, Bellevue University, and the University of Texas at Arlington. Mr. Srikanth Gaddam is the President of ERP Analysts.

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

General Fund (Fund 01) - Unused salary

**BACKGROUND/ANALYSIS:**

The District's Board approved a CCC Electronic Transcript Mini Grant min-grant in June 2013 to support the colleges in converting from a paper-based transcript process to electronic transcripts. This interface required modifications to the PeopleSoft interfaces that directly impacted Academic Advising. Although the mini-grant empowered the district by allowing the system the capability to extract transcript data from the student information system and begin sending electronic transcripts, several other critical system interfaces to support student success initiatives were found in need of a redesign, such as the CCC Apply and MIS Interfaces.

**DELIVERABLES AND SCOPE OF WORK:**

ERP Analysts will provide the deliverables as outlined below within 17 weeks of commencement of services and compensated not-to-exceed \$108,540.

- ERP Analysts will create the interface for the District Student Success process, which includes application processing and transcript processing for advising.
- ERP Analysts will be responsible for design of a program to process Admissions Applications.
- ERP Analysts will add CCID field to PeopleSoft.
- ERP Analysts will analyze the delivered Quick Admit Process.
- ERP Analysts will create the component interface with a Web Service Definition Language (WSDL) file defining the PeopleSoft data layout to export transcript eForm and application demographic data and automatically update PeopleSoft student records.
- ERP Analysts will create report for application status.
- ERP Analysts will analyze the current Application for Admissions process.
- ERP Analysts will add suspense component.
- ERP Analyst will create a run control process for the end user to run the ETL process.
- ERP Analyst will place the extracted data into one eForm for additional verification and processing of transcripts with the following header fields, if present: Transferring Institution, Name, Social Security Number, Birth Date, Major, GPA, Degree, and Date Degree Earned. Additional course detail data may need to be extracted if present: Course Identifier, Description, Grade, Hours and Term.
- ERP Analysts will create a batch job to run the MIS programs in sequence on a schedule.
- ERP Analysts will validate the extract program by using Syntactical error checks for MIS.
- ERP Analysts will program data quality rules for MIS.
- ERP Analysts will create error reports for MIS.
- ERP Analysts will provide Peralta with a PeopleSoft Functional/Technical SME for the duration of the assignment.

**ANTICIPATED COMPLETION DATE:**

March 31, 2014.

**ALTERNATIVES/OPTIONS:**

The work included in the deliverables above is required in order to complete the PeopleSoft interface redesign for Admission, Advising, and State Reporting. The knowledge, skills, and abilities required to perform this work does not currently reside within the department, requiring the assistance of specialized contracted services.

**EVALUATION AND RECOMMENDED ACTION:**

Approval of extending the contract with ERP Analysts to redesign interfaces for Admission, Advising, and State Reporting.

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

**YES**     **X**                          **NO**                     

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? ASSOCIATE VICE CHANCELOR/DIRECTOR OF ENTERPRISE SERVICES**

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**DOCUMENT PREPARED BY:**

Prepared by: \_\_\_\_\_  
Calvin Madlock, Associate Vice Chancellor

Date: \_\_\_\_\_

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Susan Rinne \_\_\_\_\_ Date: 10/16/13 \_\_\_\_\_  
Susan Rinne, Interim Vice Chancellor for Finance & Administration

**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: Susan Rinne \_\_\_\_\_ Date: 10/16/13 \_\_\_\_\_  
Susan Rinne, Interim Vice Chancellor for Finance & 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

Signature: Thuy Thi Nguyen \_\_\_\_\_ Date: \_\_\_\_\_  
General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: José M. Ortiz \_\_\_\_\_ Date: \_\_\_\_\_  
Dr. José M. Ortiz, Chancellor