

List of in progress projects.

Status/Timeline	Business Function	Vendor(s)	Who's benefiting?	Who's requesting?	Needs CC-specific Banner customization?	Benefits and supporting comments
In progress projects to continue in Spring 2017						
<i>In progress</i>	Perkins Loan file transfer to Xerox ACS		Student Accounts, Financial Aid Offices	Student Accounts	Y	(Added in March 2016) Colorado College is federally mandated to send information on Perkins Loan recipients on a monthly basis. Currently Student Accounts compiles this information manually based on information in PowerFails and Banner. This request is to automate the monthly process to reduce the potential errors and inefficiency involved with the current manual process.
<i>On Hold</i>	Student employment-Work Study applications		Students, Financial Aid, Student Accounts	Financial Aid	Y	Create a process in Banner through which students can apply for work study opportunities, advisors can review and approve or decline the applications, financial aid can approve the changes and the information is updated in student accounts. Banner Workflow could be used for this. Custom SSB programming can be done to create a new application.
<i>In Progress</i>	Course Add-Drop self-service in Banner		Students, Registrar's office, Summer session	Registrar's office, Summer session	Y	(Added in August 2015) This will enable students to use SSB to complete course add-drop in Banner as opposed to the current paper-based form they use to submit their add-drop through Registrar's office/summer session.
<i>In progress</i>	Develop automatic prerequisite checking in Banner		Students, Academic departments	Econ dept, Block 8-A 2016 project	Y	Activate pre-requisites in Banner. Besides IT effort, this project needs extensive effort from Registrar's office and various academic departments.

Notes:

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- 2) This list does not include the projects related to network and server system infrastructure

Current list of major projects in pipeline for prioritization

Status/Timeline	Business Function	Vendor(s)	Who's benefitting?	Who's requesting?	Needs CC-specific Banner customization?	Benefits and supporting comments	Justification and alignment with CC's strategic plan
Approved for initiation in Spring 2017	Fine Arts Center Applications/Systems rationalization and conversion		Campus-wide	ITS & FAC	May be	This project will address the effort associated with evaluation of applications/systems currently used by FAC, and an assessment of whether or not the application functionality/data will be migrated to appropriate CC applications/systems	Integration of FAC IT application/systems with CC's existing application/system portfolio.
Approved for initiation in Spring 2017	Banner Advancement Upgrade	Elucian	Advancement	Advancement	N	(Added in January 2017) Annual Banner Advancement and Advancement Performance upgrade. An upgrade on an annual basis is required to ensure bug fixes, enhancements provided by Elucian are installed in our environment. Regular upgrades ensure continued vendor support	An upgrade on an annual basis is required to ensure bug fixes, enhancements provided by Elucian are installed in our environment. Regular upgrades ensure continued vendor support
Approved for initiation in Spring 2017	Evaluate and implement an enhanced solution for CC mobile app	TBD	Communications, College-wide	Communications	Y	(Added in January 2017) This will benefit campus and beyond. The existing Elucian Mobile App infrastructure is extremely rigid, unfriendly and costly to manage, and maintain both from ongoing maintenance perspective, as well as the content management and change perspective. The current app is extremely cumbersome to update and currently does not align with the college's Master Communications Plan	To offer a clear, unified message to the campus community, alumni, and visitors, our communications efforts should reflect the nuances of our distinctive curricula and programs and our special place, signifying who we are as an intellectual community. External communications, ranging from the continued development of our brand to the signage we use to identify our physical resources, should portray a powerful, integrated presence. As we invest in and nurture our authentic surroundings, we will utilize the latest technology to connect the CC community of alumni, students, faculty, staff, and parents to each other and to intellectual and creative resources around the world
Approved for initiation in Spring 2017	Banner XE out-of-box rollout	SIG	ITS & Functional user groups using Banner	ITS	N	(Added in January 2017) This rollout will help CC assess what customizations would be required on top of Banner XE out-of-box functionality, for the block plan	Banner XE (extended ecosystem) is the new architectural platform for the Banner applications. We will have to transform our current Banner set up into this new Banner XE environment.
Approved for initiation in Spring 2017	Financial Aid office would like implement a paperless environment using a shared, secure folder structure on the server		Financial Aid Office's ability to better serve students.	Office of Financial Aid (Shannon Admundson)	NA	(Added August 2016) Currently the office uses IDOC, an outside organization. This project would allow managing this in house, saving money for the college, but more importantly, giving the flexibility to more effectively manage CC timelines.	
TBD	Automate the benefits open enrollment process through SSB	Elucian/SIG	All employees	Office of Human Resources (Laurie Mozingo)	N	(Added June 2016) Drives efficiency and access. All full- and part-time benefit eligible faculty and staff will directly benefit by having an automated benefit enrollment feature available to them. An online benefit enrollment and change process supports the college's commitment for sustainability at all levels by reducing printing paper and human error	Offices that will benefit from this annual information include, but are not limited to - Dean's Office, Student Life, Colket Center, Butler Center, Career Center, The Collaborative for Community Engagement, Outdoor Education, Field Study, the President's Cabinet and the Board of Trustees
TBD	Enhance faculty grading module for submitting grades for classes that span more than one block.		Faculty	Office of IPE (Lyræ Williams, Block 8-A 2016 project list	Y	(Added September 2016) Enhance Faculty grading module for submitting grades for classes that span more than one block.	
TBD	Build a 'Student Experience' Survey'		Students: Based on the input from student experience survey, the college would be able to continually find areas for improvement.	Office of IPE (Lyræ Williams)	Y	(Added September 2016) Going forward, the President would like the survey to be in the Banner Student Module and be part of the "spring check-in" process. WE want the survey to be mandatory for the students every spring. The survey only takes 45-90 seconds to complete, so it is our belief that this will not be a burden to the students. We would like to go live with the Banner Student Survey on Experiences for the spring 2017 check in process. In addition, while the work is being done to get the survey into the Banner Student module SSB, Cognos report writing is to be developed to extrapolate the results and do some of the analysis. The IPE Office will be the recipient of the survey results each year and will prepare the analysis and final report for campus leaders and related groups	This projects benefits the campus in numerous ways. The semi-longitudinal study on students as they navigate the college year after year, will inform the college as to who is experiencing the college, when are they experiencing certain opportunities and are we seeing changes year or year in the aggregate and disaggregated data. This will inform college leadership as to the progress of creating an inclusive environment as well our goal to open up opportunities to all student no matter where they come from or what their demographic attributes are.
TBD	Banner Workflow	Elucian/SIG	Students, faculty, staff	Multiple users in Finance, Dean's office, Student Life, HR.	Y	Process efficiency. Multiple requests listed below may be addressed using Banner Workflow.	Process efficiency. Multiple project requests on this list may be addressed using Banner Workflow as a tool.
TBD	GEOC (General Education Oversight committee) and COI (Committee on Instruction) online submission		Faculty	Dean's office	Y	Create a process in Banner for changes and new submissions that are reviewed and approved by GEOC and COI. Banner Workflow could be used for this. Custom SSB programming can be done to create a new application.	Create a process in Banner for changes and new submissions that are reviewed and approved by GEOC and COI. Banner Workflow could be used for this. Custom SSB programming can be done to create a new application.
TBD	Develop major/minor online declaration		Students, Academic departments	Econ dept, Block 8-A 2016 project	Y	Enhance the minor and major online declaration process (i.e. develop workflow, and the ability to track and report declaration dates)	This is the #2 priority from the Block 8-A project commissioned by the President's Office
TBD	Student Accounts nightly closeout process automation		Finance	Finance		This may be done in Banner Workflow. Custom programming could be done to build this automation.	This may be done in Banner Workflow. Custom programming could be done to build this automation.
TBD	Direct Deposit adjustments via SSB		Employees, Finance	Finance		This is currently a paper-based manual process. Online submission would improve the user experience and reduce the manual intervention and possibility of errors.	This is currently a paper-based manual process. Online submission would improve the user experience and reduce the manual intervention and possibility of errors.
TBD	Campus safety needs a Student Emergency Info tab in Banner		Campus Safety	Campus Safety		(Added in November 2015) A separate tab in SSB for authorized Campus safety officers to see Student information (Name, Last4 SSN, DOB, Parent Info, Home/Local address, Phone numbers)	(Added in November 2015) A separate tab in SSB for authorized Campus safety officers to see Student information (Name, Last4 SSN, DOB, Parent Info, Home/Local address, Phone numbers)
TBD	Document Management System	Multiple vendors in this space	Campus wide impact	Business Office		(Added in November 2015) Several benefits can be realized. Some of the obvious ones include: Reduced cost, Sustainability, increased security, Loss prevention, Faster retrieval.	(Added in November 2015) Several benefits can be realized. Some of the obvious ones include: Reduced cost, Sustainability, increased security, Loss prevention, Faster retrieval.
TBD	Special characters in Banner		Campus wide impact	HR, Registrar's office		(Added December 2015) In support of diversity and inclusion initiatives, multiple offices have received requests from employees to be able to record their first/last names with special characters, to be stored in Banner. This causes technical difficulties with systems interfacing with Banner. A project needs to be undertaken to identify and estimate the exact impact. Once an estimate is done, the project will be resubmitted for scheduling prioritization.	(Added December 2015) In support of diversity and inclusion initiatives, multiple offices have received requests from employees to be able to record their first/last names with special characters, to be stored in Banner. This causes technical difficulties with systems interfacing with Banner. A project needs to be undertaken to identify and estimate the exact impact. Once an estimate is done, the project will be resubmitted for scheduling prioritization.

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List of completed projects

Status/Timeline	Business Function	Vendor(s)
Projects completed in Fall 2016		
<i>Phase I completed.</i>	Online transcript	Credential Solutions
<i>Installed in Production. Pilot user testing in progress.</i>	Banner XE Employee Profile	
Completed	Banner Finance upgrade, Mandatory Year-end reporting, New calendar year HR-Payroll patches, Oracle Upgrade to 12c	
Projects completed in Summer 2016		
<i>Completed</i>	Student Pronoun information gathering and display in Banner SSB	
<i>Completed</i>	Banner Student Upgrade	Ellucian
Projects completed in Spring 2016		
<i>Completed</i>	Dashboards, EDW (enterprise data warehouse) and reports for Gift Officers	Advancement Performance
<i>Completed</i>	Slate rollout	

<i>Completed</i>	Student Suppression information (FERPA tab)	
<i>Completed</i>	Banner Advancement upgrade	
Projects completed in Fall 2015		
<i>Completed</i>	Banner Student Upgrade	Ellucian
<i>Completed</i>	Cognos upgrade	IBM Cognos
<i>Completed</i>	Student Clearinghouse reporting	
<i>Completed</i>	Banner Finance upgrade, Year-end reporting, New calendar year HR-Payroll patches, Oracle upgrade	
<i>Completed</i>	Employee Race-ethnicity-gender information capture in Banner	

Projects completed in Summer 2015		
<i>Completed</i>	Event/Calendering	Ungerboeck
<i>Completed</i>	Student Judicial	Maxient
<i>Completed</i>	Student Accessibility	AIMS
<i>Completed</i>	Flexible spending information automation	
<i>Completed</i>	Online Student Accounts billing	CashNet/TouchNet
<i>Completed</i>	Changes to Student SSB: Online check-in, Directory Suppression selections, Race-ethnicity declaration	

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Who's benefiting?	Who's requesting?
Students/Alums/Registrar's office	Registrar's Office
All campus	HR
ITS:	All campus
Campus wide impact	DEAB
Students, faculty, Academic users using Banner Student	Registrar's Office
Gift Officers	Advancement
Admissions	Admissions

All campus	Registrar's office, Communications
Advancement	Advancement
Students, faculty, Academic users using Banner Student	Registrar's Office and Financial Aid
Cognos report users	ITS
Multiple areas across the campus. President's office is spearheading this project.	President's office
ITS:	All campus
All campus	President's office, HR, Diversity office

CC, Events	Communications
Students/Student Life	Student Life
Students/Accessibility Office	Accessibility Office
Employees, HR	HR
Parents, Students, Student Accounts	Finance
CC students, administrative users using Banner Student, Diversity and Inclusion (DEIB)	Registrar's office, President's office

review.

Benefits and supporting comments

Student experience, streamlined business process, Revenue

This will be the first Banner module in the XE environment, and will provide a dashboard view for employees to view their employment information

Mandatory upgrades needed for year-end payroll and tax processing. Required Oracle upgrade to ensure vendor support for our database system. Annual Banner Finance upgrade to ensure defect resolution and new features are applied to our critical finance systems.

(Added in March 2016)

To offer students an opportunity to present their pronouns information. The captured information will be displayed in targeted areas in SSB and Cognos reporting related to advising and class rosters.

(Added in March 2016)

This is the annual Student upgrade that is conducted in summer, to ensure all the regulatory and compliance patches are in place.

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The Advancement Division benefits, specifically the gift officers and other staff responsible for raising money

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Admissions has planned to replace the current Hobson's system with Slate. ITS continued to work on automating the Banner load process, duplicate check process that are essential in plugging Slate interface in Banner

A new web page in SSB that will depict the FERPA suppression selections made by the student.

This is the annual Advancement upgrade. Note that we did not install the upgrade last spring due to errors in Banner Advancement version. Those errors have now been addressed. This upgrade is required since it has been 2 years since the last upgrade.

This is a compliance related mandatory upgrade. In order for CC to be compliant with the financial aid related reporting, it is imperative that we install Banner Student 8.7 this Summer term.

The current version of Cognos 10.1.1 was installed about 2 years ago. In order to ensure our Cognos doesn't fall behind the end of service life, we need to make sure we plan for periodic upgrade to Cognos. Also worth noting that Advancement Performance needs an upgraded version of Cognos 10.2 or above. This will be a dependency if we move forward with AP rollout.

CC began sending graduate information to National Student Clearinghouse (NSCH) starting Spring 2015. This has presented CC with the access to vast information about our graduates, specifically which schools the students pursued after leaving the college. This project will allow rich information to be available to Admissions, career center, grant proposals and many other areas across the college.

(Added in August 2015)

An annual upgrade of each Banner module is essential to ensure continued vendor support, resolution of bugs in current version and overall stability of the Banner systems. For the past two years, ITS and Finance have targeted Banner Finance upgrade during late fall. This upgrade is essential for year-end HR, payroll compliance reporting (W2, new year tax rates etc.). By December 2015, the current version of Oracle needs to be upgraded to ensure vendor support.

(Related to student race, ethnicity, gender)

Similar to student online check-in, this online web page will be devised to capture employees race, ethnicity, gender self-declaration.

Events guest experience, Efficiency
Student experience, Compliance
Student/Faculty/Advisor experience, Compliance
Created secure and automated file transfer mechanism to send information to from CC to external vendors. Same mechanism can extended to be used for additional file transfers in future.
Student/Parent experience, efficiency
Registrar's office:1) Changes to online check-in to include new suppression categories for internal and external directory suppressions. 2) Enable the student to be able to change suppression selection outside of term check-in. President's office: Introduce a web form in SSB for the students to declare their race-ethnicity information.