

CurricUNET
March 4, 2008

- I. Introduction and definition of proposed project
 - a. Alan Lopez
 - b. Definition of CurricUNET Project:
 - Data management system for curriculum and catalog.
 - Utilizes a relational database to improve performance, quality, communication, and length of time to process/review curriculum proposals and catalog.

Features:

- historical tracking of courses and programs
- 100% automated workflow with e-mail notification with real-time approval tracking
- college-wide reporting options
- generates curriculum guides, syllabi, course objectives/competencies
- provides comprehensive search option for curriculum mapping
- generates 5-Year Report options/Fee Audit reports
- provides an Articulation Management module and “transferability searches”.

- II. Background
 - a. Product reviewed by Karl Herleman and Gabriel Yanni
 - 1. Excellent tool. Recommended that it be sent through the project approval process.
 - b. Karl Herleman recommendations/System Process Flow:
 - 1. OAP and IT jointly develop a Business Case (in progress)
 - 2. Add to IT project goals (to ensure placeholder/ awareness for resource people. (Note: Added and submitted to Meredith Gibbs by Herleman).
 - 3. Present Business Case to appropriate groups (including Executive Committee and Dr. Padrón) for 2008-2009 fiscal year funding request.

- III. Update:
 - a. DeHart/Lopez met with Marlene Gomez, Director of Operations, IT, on November 14, 2007, and obtained Business Case proposal guidelines
 - b. Formulate preliminary proposal with IT in early February 2008, and discuss software specs, hardware requirements, software architecture, security issues, budget, and other related items to prepare the Business Case/proposal.
 - c. Preliminary proposal goes to the Change Management Board (IT) for review. If approved, can go forward to Proposal Stage.
 - d. If approved for Proposal Stage, will need suggestions for Advisory Committee representatives. As appropriate to project, Committee will consist of representatives from: Administrative, Student, Academic Deans, HR, Facilities, Business Affairs, IT and others (as appropriate).

IV. Demonstration of CurricUNET

V. Strategic Alignment for project

- a. Unique position:
 - i. IT = Herleman/Pulido
 - ii. OAP = DeHart/Lopez

VI. Estimated costs:

- \$160,000.00 – Implementation/Licensing, Database, Migration (one time fee).
- \$30,000.00 - Annual maintenance
- \$72,000 – Consulting Services
- \$5,800 - Workstation (desk, computer, printer, phone)