Wharton County Junior College

Date of Board Meeting: February 2, 2024

Subject: Ellucian Degree Works Software Implementation

Recommendation: Approve adding hours to the implementation schedule of Degree Works, effective immediately

Background and Rationale:

In July 2022, the Board approved the purchase of Ellucian Degree Works software using grant funds. The software assists students with the degree planning process with functions related to registration, scheduling, graduation status, and transfer. The Title V grant provided $105,000 and Texas Higher Education Coordinating Board (THECB) provided $72,702 to purchase the software. As the institution transitions to the new software, additional hours for implementation are needed to remain on schedule and support the development of the necessary reports.

Title V grant funds are available to add implementation hours to the current schedule

Cost and Budgetary Support:

$6,272 from Title V Grant

Strategic Priority Alignment: x Student Success   ☐ Community Impact

                                         x Resource Optimization   ☐ Institutional Excellence

Resource Person(s):

Dr. Mike Adkins, Director of Academic and Career Advising/Title V Project Director

Signatures:

Michael Adkins
Digitally signed by Michael Adkins
DN: cn=Michael Adkins, o, ou, email=adkinsm@wcjc.edu, c=US
Date: 2024.02.08 09:48:02 -06'00'
_____   02/08/2024
Originator   Date

_____   _____
Cabinet-Level Supervisor B.Skocui   Date   02/08/2024

President's Approval:

_____   2-12-24
President   Date

POLICY DB (LOCAL)
08/01/2020

ellucian

Project Change Request Summary

Client Name	Wharton County Junior College
Project	Wharton County Junior College Degreeworks, 2022
Order #	68439
Requestor	Tessa Matthews and Robby Matthews
Requestor Email	tessam@wcjc.edu and robbym@wcjc.edu
Request Date	Friday 19 January 2024
Ellucian Project Manager	Jeremy K Franklin
Ellucian Field Delivery Director	Randy Castro

Constraint Type	Impact of Change
Scope	Add Advanced Report Writing consulting to project
Schedule	None
Budget	Add 32 hours of consulting for advanced report writing
Other	None

Project Change Request Details

The technical team requested to add the Degree Works Advanced Report Writing Consulting session to the project scope. This session is 32 hours remote and will assist the Wharton technical/institutional reporting team in the creation of reports out of Degree Works. Examples include, but are not limited to, graduation clearance reports, reports forecasting course demand (using the DW planner), reports showing students who may be off-track/not following their plan of study, reports around requirement completion using the audit, etc...

This consulting session will assist in creating SQL and using Degree Works tables to help build and generate reports that are of interest to the WCJC functional areas.

Budget

Add Hours

Engagement	Estimated Hours	Hourly Rate	Cost
Wharton Jr CC DegreeWorks	32	$196.00	$6,272
Total	**211**		**$6,272**