

Purchase Request #9
Regular Board Meeting May 24, 2016
Consideration of Approval of Additional
Funds for Degree Planner and Audit Software

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase of degree planner and audit software and implementation services from CollegeSource for the Academic Planning/QEP Department.

BACKGROUND

A request for proposal (RFP) Number 3739, was issued in October 2014 to procure degree planner and audit software and implementation services for the Academic Planning/QEP Department. The Board approved a contract with CollegeSource in December 2014. This request is being submitted to increase our current authorized budget to cover the cost of the first catalog year of encoding required to build the initial database of District programs and the annual maintenance of the software through August 2017.

Software purchased	\$162,027	
Implementation and training purchased	<u>105,000</u>	
Board Approved – December 2014		\$267,027
Additional funds requested for CollegeSource encoding	\$ 49,846	
2016 Annual Maintenance	32,405	
2017 Annual Maintenance	<u>34,673</u>	
Total Additional Funds Requested		\$116,924
Total CollegeSource Funds Requested for		
Software, Training, Encoding, and Maintenance		<u>\$383,951</u>
through August 31, 2017.		

This information will provide students with degree audits and roadmaps to complete their chosen degree or certificate. Current staff will have the ability to provide encoding of subsequent program changes as they occur.

IMPACT OF THIS ACTION

The initial solicitation in December 2014 assumed that District staff would complete all encoding, which involves entering thousands of records into the CollegeSource system. By contracting with CollegeSource to perform the initial encoding work for the 2015-2016 catalog, it is estimated that the system will become available to students much earlier than it would be if only District employees were used for this initial encoding. Collin's degree planning staff will perform the required encoding for all changes within the 2016-2017 catalog and as future catalog changes occur.

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BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In December 2014, the Board approved an estimated expenditure of \$267,027 for Degree Planner and Audit Software. This request would increase the total amount approved by \$116,924 to a total of \$383,951. This expenditure will be funded by the Academic Planning/QEP departments' 2015-2016 operating budget.

RESOURCE PERSONNEL

Sherry Schumann	Senior VP Academic, Workforce and Enrollment Services	972-758-3883
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