



**UNIVERSITY OF GUAM  
UNIBETSEDAT GUÅHAN  
BOARD OF REGENTS**

**Resolution No. 10-05**

**RELATIVE TO APPROVING THE e-Works PROJECT AND PROPOSED PROJECT BUDGET**

**WHEREAS**, the Board of Regents of the University is responsible for approving and adopting budgets and plans that together are primary controls to ensure the effectiveness and financial well-being of the University; and

**WHEREAS**, the University has agreed upon the goals articulated in its strategic plan and focused its revenues and spending upon the highest priorities within its mission; and

**WHEREAS**, the University has utilized Datatel Colleague as its primary academic and administrative information technology (IT) for Student Services, Human Resource and Financial modules since 1992; and

**WHEREAS**, the University, through a significant effort of our IT and user department staff, successfully implemented Colleague Release 18 in 2009, which upgrades the system with the latest technology and enables additional Colleague applications to be implemented; and

**WHEREAS**, the University has proposed an *e-Works Project*, which will modernize and enhance student learning and academic quality as well as improve administrative services through the implementation of additional Datatel Colleague solutions for Active Campus Portal, Reporting and Operating Analytics, Student Retention and Gradebook, Workflow and ImageNow, Position Budget Control and Budget Management, Finance Project Accounting and Web Time Entry, Intelligent Teaching & Learning Platform, Webadvisor Workflow for Purchase Orders and Requisition, and Colleague Advancement; and

**WHEREAS**, the U.S. American Recovery and Reinvestment Act (ARRA) provides stimulus funds that fund physical and IT infrastructure upgrades and provide some of the additional funding for Colleague upgrades; and

**WHEREAS**, Board Resolution 08-41 established reserves for the purchase, maintenance, replacement or refurbishment of capital equipment and facilities; and


**WHEREAS**, the estimated cost of the project will total \$1.7 million over two years comprised of already approved funding of \$883K from ARRA funds, \$131K from the Facilities and Administrative Support budget, \$164K from NAF accounts, \$110K from UTAC as well as an additional request for \$461K from the newly established Capital Equipment Reserves (CER) fund; and

**WHEREAS**, the Budget, Finance, Investment and Audit committee (BFIA) at its meeting of February 10, 2010, reviewed the project plan summary and proposed budget with the administration and project co-managers, and together with the President recommend that the full Board approve the project and project budget attached hereto, including the newly requested CER expenditure.

**NOW, THEREFORE BE IT RESOLVED**, that the e-Works Project is approved for implementation with periodic status reporting to the BFIA Committee; and

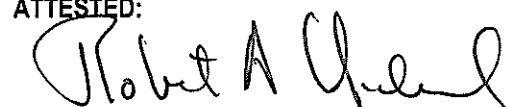
**BE IT FURTHER RESOLVED**, that the e-Works Project Budget (as attached) is hereby approved, including funding from the Capital Equipment Reserve.

Adopted this 18<sup>th</sup> day of February, 2010.



P. Sonny Ada, Chairman

ATTESTED:



Dr. Robert A. Underwood, Executive Secretary



## ***e-Works Project*** **Work Smarter**



## **Background**

- Datatel is a leading provider of technology solutions and professional business services to higher education
- Datatel Colleague used by UOG since 1992.
- Current Colleague modules:
  - *Student Systems* (Admissions, Curriculum Management, Academic Records, Accounts Receivable)
  - *Human Resource* (Payroll, Personnel Management), and
  - *Financials* (Gen Ledger, Accounts Payable, Purchasing)
- Timing is right to enhance our use of technology:
  - Datatel Colleague Release 18 was recently implemented allowing access to the latest technology
  - ARRA stimulus funding
  - Capital Equipment Reserve



## **e-Works Project**

- Goal: to modernize and enhance student learning, academic quality and administrative services
- Implementation of additional integrated Datatel Colleague solutions
  - Active Campus Portal
  - Reporting and Operating Analytics
  - Student Retention and Gradebook
  - Workflow and ImageNow
  - Position budget Control and Budget Management
  - Finance Project Accounting and Web Time Entry
  - Intelligent Teaching & Learning Platform
  - Webadvisor Workflow for Purchase Orders and Requisition
  - Colleague Advancement




## **e-Works**

### Active Campus Portal

- Personalized "one-stop shop" web page with single sign-on that allows users instant access to information from across the institution.
- Improve communications
- Improve productivity-single point of access
- Fully customizable to effectively brand UOG


### Reporting and Operating Analytics

- Comprehensive ad hoc query and reporting solution
- Supports the preparation of GASB, FASB and AICPA compliant statements
- Paperless distribution of reports and statements
- Capable of ad-hoc analytic reporting, data warehouse operation and data management.




## e-Works

<p><b><u>Retention Alert and Gradebook</u></b></p> <ul style="list-style-type: none"> <li>• On-line grading system and case management solution to track and monitor students</li> <li>• Help students succeed</li> <li>• Retention issues addressed proactively</li> <li>• 24/7 access to student grades</li> <li>• Improved productivity at Registrar's Office and ensure timely grade submissions</li> </ul>	<p><b><u>WorkFlow (WMS) and ImageNow</u></b></p> <ul style="list-style-type: none"> <li>• Automation of business processes</li> <li>• Automated tracking and routing of task assignments and approvals</li> <li>• Documents and information processed and disseminated electronically</li> <li>• Significantly shortened processing time by identification of bottlenecks</li> </ul>
---	--



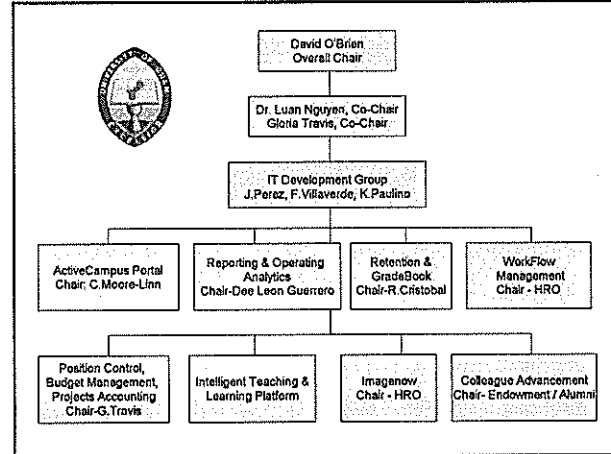
## e-Works

<p><b><u>Position Budget Control &amp; Budget Management</u></b></p> <ul style="list-style-type: none"> <li>• Flexible planning and forecasting tool to manage and control the budget preparation cycle</li> <li>• Performs "what if" scenarios</li> <li>• Forecasting features</li> <li>• Drill down capabilities</li> <li>• Generate user-defined budget reports</li> <li>• Decentralization of budget preparation</li> <li>• Automated posting into the GL</li> </ul>	<p><b><u>Finance Projects Accounting &amp; Web Time Entry</u></b></p> <ul style="list-style-type: none"> <li>• Grant and contract management module</li> <li>• Provides both fiscal year and inception-to-date accounting and reporting for the life of the project or grant</li> <li>• Allows for time and effort reporting for grants and contracts</li> </ul>
--	--



## e-Works

<p><b><u>Other Components</u></b></p> <ul style="list-style-type: none"> <li>• Intelligent Teaching &amp; Learning Platform</li> <li>• Webadvisor Workflow for Purchase Orders and Requisition</li> <li>• Colleague Advancement</li> </ul>	<p><b><u>Related IT Infrastructure funded under ARRA</u></b></p> <ul style="list-style-type: none"> <li>• Upgrade fiber optic and wiring \$123K</li> <li>• Extend fiber optic campus backbone \$189K</li> <li>• Modernize legacy wireless network infrastructure and services \$333K</li> <li>• Replace legacy ethernet/fast ethernet \$135K</li> </ul>
--	---





## e-Works Project Budget

Expenditure	\$000's	Funding Source
License	\$ 313	ARRA/ CER
Services & implementation	869	ARRA / CER/ UTAC/ PDF
Personnel	249	F & A Support
Annual maintenance	85	ARRA / CER/ Gen Ops
Hardware	233	ARRA/ CER
Total	\$1,749	



## e-Works Project

### Next Steps

#### February

BFIA Review  
BOR Approval  
Statements of Work with Datatel

#### March

Datatel User Group Conference and Datatel Meetings  
Finalize Project Plan

# e-Works Project Budget

	Funding Sources												
	License	Services & Implementation	Personnel	Annual Maintenance	Hardware	Total	ARRA	Capital Reserves	F&A	Gen Ops	CC-NAF	UTAC	PDF
Datatel Portal product and Services	20,000	88,250		8,750	153,000	270,000	270,000						270,000
Sharepoint System Acquisition	10,000	35,000			20,000	65,000	65,000						65,000
Active Directory (MS SF) Net Access Control	10,000	112,000		2,000		112,000	112,000						112,000
Gradebook products and services	18,000	19,820		3,780		46,780	46,780						46,780
Retention Alert products and services	80,000	76,000		20,000	20,500	196,500	196,500						196,500
Reporting and Operating analytics	2,310	20,500				22,810	22,810						22,810
Workflow for HR	2,310	20,500				22,810	22,810						22,810
Workflow for Finance	2,310	20,500				22,810	22,810						22,810
Workflow for Student	2,310	20,500				22,810	22,810						22,810
WfMS base and intergration with Portal		23,000				23,000	23,000						23,000
General Consulting		22,000				22,000	22,000						22,000
Project Coordinator / Success Partner		47,200				47,200	47,200						47,200
Project Accounting	20,750	28,000		3,440		52,190	52,190						52,190
Budget Management	26,750	20,000		5,275		52,025	52,025						52,025
Activities & Events (SEM emarketing)	26,000	4,000		4,960		34,960	34,960						34,960
WebAdvisor Workflow (PO,Requisition,pymt)	8,100	6,000		2,520		16,620	16,620						16,620
Web time entry	4,500	2,400		1,335		8,235	8,235						8,235
Position Budgeting consultant/training		12,000		14,000		26,000	26,000						26,000
Datatel Intelligent Learning Integration	23,000	28,000		10,582	35,000	178,293	178,293						178,293
Moodle Integration (by MoodleRooms)		73,925		8,000		81,925	81,925						81,925
Imegenow	58,786	34,000				92,786	92,786						92,786
Benefactor to Colleague Advancement		5,000				5,000	5,000		5,000				10,000
Faculty Management(training for live service)		5,000				5,000	5,000		5,000				10,000
IPEDS Interface		3,000				3,000	3,000		3,000				6,000
E-advising Faculty													
Travel (DUG-March, 10 people)		80,280				80,280	80,280		7,500	24,084		48,696	156,560
Travel - Datatel Consultants		57,500				57,500	57,500			57,500			115,000
IT Personnel back-up support			202,000		5,000	207,000	207,000		123,196				330,196
IT Contractual support			47,000			47,000	47,000			395,000			442,000
<b>Total</b>	<b>312,816</b>	<b>868,875</b>	<b>249,000</b>	<b>84,642</b>	<b>233,500</b>	<b>1,748,833</b>	<b>882,730</b>	<b>-</b>	<b>24,084</b>	<b>110,000</b>	<b>140,000</b>	<b>1,748,833</b>	