



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

January 17, 2007

MEMORANDUM

TO: CIS Phase 2C Community College Presidents
CIS Phase 2C Community College Project Co-Managers

FROM: Sandra W. Williams, Ed.D.
Vice President for Administration

SUBJECT: CIS Phase 2C College Student System Implementation Status

Each college in Phase 2C of the CIS Project is currently implementing the Student module. One of the lessons learned from Phases 2A and 2B of the Student system implementation is the importance of communication with the college president on the implementation status at the college. Therefore, the CIS Project is providing each of the Phase 2C colleges with a status report at this critical time in the implementation.

The attached report is provided by the ACS Project Manager who works regularly with your college to ensure that your college's staff members are participating in and completing the training, data conversion, testing, application set-up and other tasks that are required to achieve the milestones for successful implementation of the CIS Student system. This report includes two sections:

- A narrative description of the current status of the overall implementation, and in each of the major application areas (Curriculum (CU), Continuing Education (CE), Basic Skills (BSP)/Adult High School (AHS), Financial Aid and Accounts Receivables). This section uses the following 'dashboard' definitions:

Green – no concerns with implementation status

Yellow – concerns with implementation status, but college has a plan to address concerns

Red – significant concerns with college's ability to successfully implement, no plan in place to address concerns

This section, which is based on the ongoing visits and communications by the ACS Project Manager, includes description of any issues or concerns and, in some cases, the ACS Project Manager's recommendations for addressing those issues or concerns.

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- A milestone-level implementation schedule, for “IT Administration -Conversions” and the “Curriculum,” “Continuing Education” and/or “Basic Skills” sections including planned dates, actual dates for completion of milestones and the current status of each milestone. This section is based largely on information that is provided to the ACS Project Manager by your college’s Student implementation project co-managers.

This System Office staff have provided the attached additional information and recommendations for your college based on the Status report from the ACS Project Manager assigned to your college.

Please contact me or Bob Blackmun, Associate Vice President for Information Resources and Technology, if you have questions about the Status report or associated information.

Attachments

cc: Dr. Douglas Eason, Chair
Information Systems for the Future Steering Committee
President H. Martin Lancaster