

## CTCLINK PROJECT GUIDING PRINCIPLES

1. This is an educational service and business process reform project, supported by information technology. This project will provide technological infrastructure upon which educational tools and services of tomorrow will be built.
2. ERP customization at the system and campus level must be minimized and will be considered only as mandated by statutory requirement or a business case that benefits the system as a whole.
3. Systems that replicate information and processes of the ERP should be eliminated. The creation of new systems and updating of formerly existing systems are outside the scope of this project.
4. All options that can reduce overall one-time and recurring costs for the ERP system must be considered.
5. Colleges and the SBCTC will commit the necessary human resources to design, implement and test the system in a timely and efficient manner, with the understanding that it will require the dedication of many of their best “key” staff members.
6. Our project leaders, steering committee members, executive sponsors, and other participants in the ERP project will be chosen wisely and will be empowered to make necessary decisions.
7. Consistent data structures are required.
8. Processes and procedures may not need to be identical on each campus; however, processes and procedures must be sufficiently similar to remain within the common academic and business services framework of the community and technical college system.
9. ERP system implementation will require employees to acquire new software tools and business skills, making it possible for them to work at a different and possibly higher skill level.
10. Communications and awareness will be geared toward a broad range of constituents.