

ERP Readiness Assessment & Project Planning

Bates Technical College

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Panel

- **Lyle Quasim**
 - President of Bates Technical College
- **Patrick Schmitt**
 - President of Pierce College Puyallup

ERP – Implementation Phases

- **Step 1** (March 2011)
 - Readiness assessment
- **Step 2** (May 2011)
 - Preliminary project planning (Part of Efficiency Study)
- **Step 3** (December 2011)
 - Workflow process identification and documentation (Part of Efficiency Study)
- **Step 4** (March 2012)
 - ERP product selection

ERP Readiness Assessment Consultant

Gartner, Inc.

- 20 years ERP consultation experience
- Over 100 relevant projects
 - Washington State University
 - Lone Star College System
 - City University of New York
 - State of Minnesota College System
 - Laureate Education



ERP Readiness Assessment (Step 1)

Gartner's Approach

- Understanding of strategic direction
- Understanding of current environment
- Information gathering and data collection
 - Document review
- Stakeholder involvement
 - Steering Committee
 - Surveys
 - Individual interviews
 - Workshops

ERP Preliminary Project Planning (Step 2)

- Development of a project charter:
 - Scope, schedule, and budget
 - Benefits to be achieved
 - Resource commitments
- Utilizing:
 - Stakeholder involvement
 - Assessment data
 - Best practices
 - Gartner resources

Project Charter

The Project Charter formally empowers the Washington State Community and Technical College ERP Project. It presents the project's goals, objectives, major assumptions, constraints, and strategies. It represents a formal commitment by all parties to dedicate the necessary time and resources and to support the project, and organizational sponsorship.