



# Project Overview Statement

## *Executive Summary*

**Project Title:** Career Center Tracking System  
**Project Leader:** Sondra Weiss / Kathleen McGough  
**Department:** Student Success  
**Executive Sponsor:** Angelia Millender  
**Project ID:** 145 **Last Updated:** August 12, 2008  
**Mandated:**  Federal  State  Accreditation **Date Required:**  
 Other

### PROJECT BUSINESS CASE

Project Overview
Add Career Center categories in Intranet under - advising tools, to track students <ul style="list-style-type: none"> <li>Ask BCC Career Centers about the categories</li> <li>Add drop down categories, i.e. Career Center - Self Assessment/Career Information, Career Center - Internships, Career Center - Resumes and/or Job Search Prep, Diversity Center</li> </ul>
Business Goals
Ability to track students using the Career Center Services-college wide and provide data when asked for marketing and promotion. Improve how we offer services because we can keep data on what services students are using the most <ul style="list-style-type: none"> <li>Ability to generate reports and data for BCC</li> <li>Ability to use statistics for promotion to students and parents</li> </ul> Ability for data analysis by BCC staff
Success Factors
<ul style="list-style-type: none"> <li>Increase amount of students using Career Center resources (resume help, self assessment)</li> <li>Provide students with the most current career services (computer programs, training, books, staff)</li> </ul>

Criteria Ranking	Supporting Information	Score* (5=High 1=Low)
Significantly improves student success		.....
Improves customer service or transforms a business practice (increase productivity/time saving)		.....
Aligns with college-wide strategic initiative		.....
Meets state, federal, accrediting or other mandate (identify mandate)		.....



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Affects a large number of stakeholders (define stakeholders: students, business, employees...)	.....
Supporting information for "Date Required"	.....
Financial Impact (saves money, earns money,	.....
Increases enrollment/retention (reduces attrition)	.....
Impact if not accomplished	.....
Quick Win (accomplish in short time frame)	.....
Overlap with another project	.....
Consortium project	.....

\* Criteria scores will filled in by Technology Advisory Committee