

Peralta PeopleSoft Functionality Survey

Introduction

Welcome to the Peralta PeopleSoft Functionality Survey, administered by the Peralta Office of Educational Services.

The purpose of the survey is to obtain feedback from Peralta faculty, staff, and administration about PeopleSoft functionality. This is in response to a recommendation in the recent ACCJC Accreditation Report, which states

"The team recommends that the district immediately resolve the functional issues associated with the implementation of the district-wide adopted software management systems for student, human resources, and financial aid administration. (Standards III.C.1.a)."

The items on the survey summarize responses to a mass email sent to "all Peralta" by Joseph Bielanski.

At the end of each section of the survey is an open-ended question that allows you to add additional items and comments.

Please take a few minutes to complete the survey questionnaire. You do not need to give your name. We hope that this will lead to improved feedback and, ultimately, improvements in the functionality and usage of PeopleSoft.

If you want to exit the survey before you are finished and come back to work on it later, click the "Exit this survey" button at the top of the page. Once you click the "Done" button, you will not be able to return.

IMPORTANT: If you do not use PeopleSoft as a regular part of your job, please to not take this survey.

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General Information

* 1. Which of the following best describes you?

- Full time instructional faculty member
- Part time instructional faculty member
- Student services faculty member
- Classified Staff
- Administrator
- Other

* 2. Which is your home campus?

- Alameda
- Berkeley
- Laney
- Merritt
- District
- No home campus

* 3. Which PeopleSoft systems do you use regularly as part of your job (check all that apply)?

- Student Administration (rosters, add/drop, census, etc)
- Financial Administration
- Human Resources
- Other

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Student Administration

* 4. Please identify how much you are affected by the following situations.
Check "N/A" if you don't use this part of PeopleSoft.

	Not a problem	Minor problem	Major problem	Urgent - Needs immediate attention	N/A
a. There is no wait list function.	jn	jn	jn	jn	jn
b. I can't save works in progress on rosters.	jn	jn	jn	jn	jn
c. There are missing and incorrect class rosters.	jn	jn	jn	jn	jn
d. The "printer friendly" version doesn't print out entire census roster.	jn	jn	jn	jn	jn
e. There is no notification that a grade roster has been successfully submitted.	jn	jn	jn	jn	jn
f. There are too many screens to navigate before accessing class rosters.	jn	jn	jn	jn	jn
g. Students can't enroll in open entry/open exit classes after the last day to add.	jn	jn	jn	jn	jn

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Student Administration - Continued

* 5. Please identify how much you are affected by the following situations.
Check "N/A" if you don't use this part of PeopleSoft.

	Not a problem	Minor problem	Major problem	Urgent - Needs immediate attention	N/A
a. Instructors aren't notified when census roster is available.	jn	jn	jn	jn	jn
b. Students in late start classes can't enroll after first day of classes.	jn	jn	jn	jn	jn
c. Can't drop no-shows before census date.	jn	jn	jn	jn	jn
d. Can't toggle back and forth between student information screens without re-entering student ID.	jn	jn	jn	jn	jn
e. Dropped students are not reflected in roster.	jn	jn	jn	jn	jn
f. There is no notification of instructors who don't turn in rosters.	jn	jn	jn	jn	jn
g. There are no registration codes for students in closed cohort classes.	jn	jn	jn	jn	jn
h. The system allows an instructor to exceed maximum enrollment without instructor permission.	jn	jn	jn	jn	jn

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Student Administration - Continued

* 6. Please identify how much you are affected by the following situations.
Check "N/A" if you don't use this part of PeopleSoft.

	Not a problem	Minor problem	Major problem	Urgent - Needs immediate attention	N/A
a. In a lecture/lab class, the lab is used as a class identifier.	jn	jn	jn	jn	jn
b. Units aren't dynamically adjusted for variable unit classes like COPED.	jn	jn	jn	jn	jn
c. There are false conflicts. For example, non-sequential weekend classes generate conflicts with non-conflicting classes.	jn	jn	jn	jn	jn
d. It takes too long to download a transcript.	jn	jn	jn	jn	jn
e. Can't get a quick view of a student's number of units completed to date.	jn	jn	jn	jn	jn
f. Prerequisite enforcement doesn't work properly.	jn	jn	jn	jn	jn

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Student Administration - Continued

* 7. Please identify how much you are affected by the following situations.
Check "N/A" if you don't use this part of PeopleSoft.

	Not a problem	Minor problem	Major problem	Urgent - Needs immediate attention	N/A
a. Clearing prerequisites is cumbersome.	jn	jn	jn	jn	jn
b. Can't see the names of instructors for courses taken in student's record.	jn	jn	jn	jn	jn
c. There are no screens comparable to THI and THD screens in legacy system.	jn	jn	jn	jn	jn
d. Transcripts are too long.	jn	jn	jn	jn	jn
e. The student portal is confusing for students to navigate.	jn	jn	jn	jn	jn
f. The wait time is too long between student registering in CCCApply and enrolling in PeopleSoft.	jn	jn	jn	jn	jn
g. It is difficult for students to determine at which college course is offered.	jn	jn	jn	jn	jn

8. Please state any additional problems or modifications for PeopleSoft Student Administration (optional).

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Financial Administration

* 9. Please identify how much you are affected by the following situations.
Check "N/A" if you don't use this part of PeopleSoft.

	Not a problem	Minor problem	Major problem	Urgent - Needs immediate attention	N/A
a. The purchasing/ordering process is overly complicated.	jn	jn	jn	jn	jn
b. It's difficult to look up vendors when completing a requisition.	jn	jn	jn	jn	jn
c. Can't check the status of a requisition in the system.	jn	jn	jn	jn	jn
d. Taxes are not included when purchase is itemized.	jn	jn	jn	jn	jn
e. Relevant financial data (expenditures, budgets, etc) is not available.	jn	jn	jn	jn	jn
f. Payroll data is not posted in a timely manner.	jn	jn	jn	jn	jn
g. It's difficult to generate budget and expense reports.	jn	jn	jn	jn	jn

10. Please state any additional problems or modifications for PeopleSoft Financial Administration (optional).

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Human Resources

* 11. Please identify how much you are affected by the following situations.
Check "N/A" if you don't use this part of PeopleSoft.

	Not a problem	Minor problem	Major problem	Urgent - Needs immediate attention	N/A
a. Employees can't update personal information in system.	jñ	jñ	jñ	jñ	jñ
b. There is no online PA.	jñ	jñ	jñ	jñ	jñ
c. There is no online B-form.	jñ	jñ	jñ	jñ	jñ
d. Seniority information is not in the system.	jñ	jñ	jñ	jñ	jñ

12. Please state any additional problems or modifications for PeopleSoft Human Resources (optional).