

# the Update

A Publication of Tangaza University College

December 2015



*Merry Christmas  
and  
Happy  
New Year  
to all.*

The past month has been extremely busy. Regarding Tangaza's application for a university charter, on 20 November 2015 we finally managed to submit all of the remaining required documents to the Commission for University Education. We were told that the Commission is already committed to other tasks until Christmas, but that they hope to get back to us early next year to begin scheduling inspections, giving us feedback and so on. So we are very grateful that one major step in the process is complete. Our conversations with Marist International University College, about possible modes of partnership, are also ongoing. But perhaps the most important event was one we hadn't initiated ourselves, namely, Pope Francis's visit to Kenya during our last week of classes. In order that the Tangaza family could be free to attend the public Mass on November 26, we closed the college on that day and shifted the Thursday classes to the following Monday. Tangaza was well represented during the three days. Fr. Patrick Mwanja, Dean of the School of Theology, was one of the commentators on NTV. Many of our priest-lecturers concelebrated, and many religious connected with Tangaza were at the St. Mary's gathering, where our Fr. Felix Phiri spoke as head of RSCK. Our choir sang at the Mass and at the meeting with the youth in Kasa-

rani. Our students volunteered, and were among the few selected to serve near the main altar, because of Tangaza's good reputation. The college's name was mentioned several times, and the large candle-holder we made and donated (shaped like the map of Kenya and painted in the colours of the Kenyan flag) featured prominently in Kasarani. We ran an advert welcoming the pope in the Daily Nation. We even had a stone blessed by Pope Francis which we hope to position prominently, with a plaque, somewhere within the compound. All in all, it was a graced moment for Tangaza and for Kenya. May the blessings of the Pope's visit continue to enrich us! And may you all have a most blessed Christmas and happy New Year!

**Steven Payne, OCD**

*As we come to the end of the year, I wish to thank all of you for the contribution given to Tangaza Update. In the past months, I saw an increasing interest on this internal publication. Thank you for putting up with my requests and insistence. Merry Christmas and Happy New Year to all.*

**Fr Joseph Caramazza. mccj**

# ERP/ IMIS for Tangaza



## Digital Improvement

**E**RP is an industry acronym for Enterprise Resource Planning that can be defined as a suite of integrated applications an organization can use to collect, store, manage and interpret data from many business activities. IMIS (Integrated Management Information System) combines all related components of a business into one system for easier management and operations.

In most cases, ERP and IMIS are used synonymously. In a university setup, ERP/IMIS revolves around the student' Campus Life Cycle. It basically cuts across and integrates all student related data and information as indicated in the diagram published in the facing page. Tangaza University College has been in the process of procuring an ERP system for a few months now. The process has been long and highly consultative, even towards choice of the ERP provider.

### The Process of Identification

*User needs identification within the College* – ICT and registry assisted in collecting the data then further organized for some dummy presentations by companies to assist the ICT committee to grow the ability to identify what they are looking for.

*Invitation of companies for bids* – we did this in January semester and we received 7 bid-

ders. A subcommittee of the ICT committee short-listed these to 5 based on initial due diligence checks.

*Invitation for the shortlisted companies to present what they are going to offer Tangaza and the way they shall work* - the whole ICT committee attended these presentations and made some observations. There was much similarity, but already the product Microsoft Navision Dynamics was emerging as the product in which the members felt confident and which gave all the packages in the system that we are looking for.

*Visits to clients being served by the companies* - we constituted the lead technical staff in the college (HR, Admin Officer, Accountant, Registrar and ICT Officer) into a scout team. The team visited six university and college level institutions in the country, stretching from Nairobi, to Western Kenya, Coast and Mt. Kenya regions. The team found and brought back helpful information towards reaching the choice of a preferred provider for TUC.

Following further due diligence the subcommittee recommended that TUC go for the CoreTEC Systems & Solutions Ltd offer. They also advised to take advantage of the Microsoft training which is given as part of the package of purchasing a Microsoft product. This is in the interest of increasing the number of champions of the ERP in all units of the College.

# Anticipated general benefits of ERP/ IMIS

With the use of ERP system Tangaza University College will be able to:

- Improve access to accurate and timely information
- Enhance workflow, increases efficiency, and reduce reliance on paper
- Tighten controls and automate e-mail alerts
- Provide user-friendly Web-based interfaces
- Streamline processes and ease adoption of best business practices
- Establish a foundation for new systems and integrate existing systems
- Improve the organization of Faculty/ Lecturers, students and staff.
- Systemize various educational processes
- Reinforce relationships with formators, parents and other stakeholders
- Reduce expenses, saving energy and time
- Organize data and generate reports
- Integration across all Tangaza processes
- Reinforce accountability and transparency
- Improve data and process integrity

## Anticipated Specific Benefits of ERP/ IMIS

### Benefits for Management

- Easy access of all records at one place
- Channel to interact with staff, lecturers, formators, parents, students
- Saving man hours and increasing productivity
- Unhindered, smooth management

### Benefits for Faculty

- Manage class reports, attendance, performance
- Submit results and exams online
- Effective planning
- Online projects and forums for students
- Library and E-Learning access

### Benefits for Administration

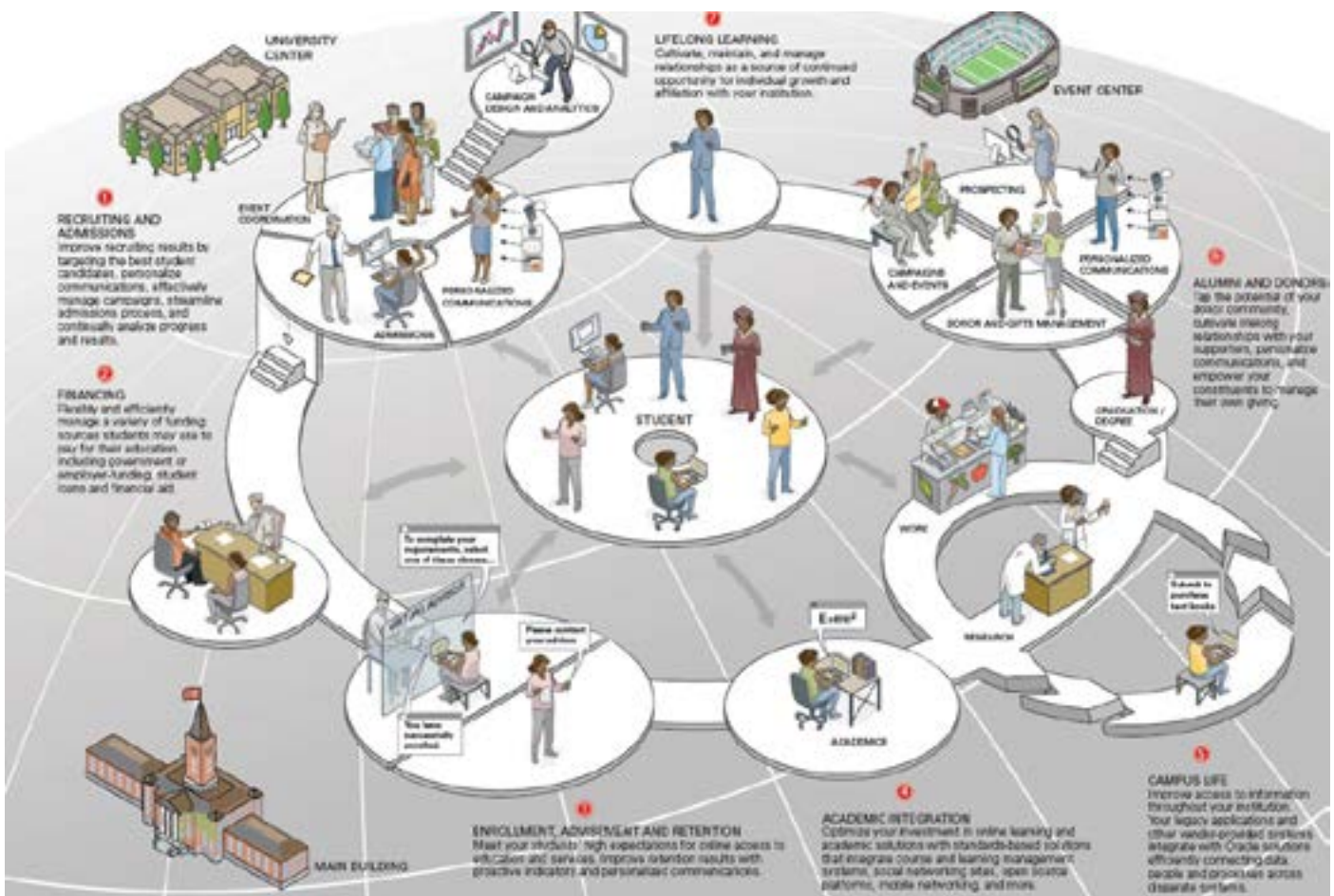
- Easy access to reports
- Getting accurate and timely data
- Publication & Circulation of reports
- Communicate to groups and individuals
- Saving man hours for productive work

### Benefits for Students

- Platform to interact
- Share knowledge, experience, views
- Access library
- Access and download financial information
- Access and download Academic records
- Take and submit exams and results online
- Participate in projects
- Contribute to school in out of school hours

### Benefits for Formator, Parents, and Guardians

- Effective & Timely communication of school activities
- Knowledge Interaction with other guardians





### Implementation Stage

Since the identification of the provider, a number of key steps were taken to implement the new ERP.

1. A contract has been signed with CoreTEC Systems & Solutions Ltd, the chosen ERP provider.
2. A Project Steering Committee is in place to oversee the main steps of implementation of the ERP and the business relationship with CoreTEC Systems & Solutions Ltd. The committee is chaired by the Deputy Principal Academic.
3. One Project Implementation coordinator has been identified from the two collaborating partners: Mr. Joseph Muiruri, the College Finance Manager, is the Project Coordinator from the Tangaza side, while Mr. Bernard Kiplagat is the Project Manager from the CoreTEC Systems & Solutions Ltd.
4. A Project Implementation Team has been put in place. This team includes representatives from all the units of the College. The Project Implementation Team meets once every two weeks, and is charged with ensuring involvement of all the

College community in the implementation process according to the user needs of every unit.

5. The implementation process is already in motion, with Level Zero having been completed and a needs articulation process having been engaged by CoreTEC Systems & Solutions Ltd with all the units of the College.
6. During the Christmas break, CoreTEC Systems & Solutions Ltd engineers will make a System Customization along with the requirements of TUC to be put to test early in the New Year.
7. The first two months of 2016 will be used for Testing, User training and Data migration, hoping to go live on the new system by the end of February 2016.

The entire TUC community is encouraged to get on board this implementation process and not to miss the opportunity to attend training sessions on the ERP. The success of the ERP depends both on the product quality and controls and on the engagement of the users in the training and utilization of the product.



TANSA

## *The Beauty of Selfless Service*

As the first semester of the Academic year 2015-2016 comes to an end, first and foremost we are grateful to God for enabling us to reach this far. We are grateful to all the students for granting us the opportunity to serve them as their representatives. Our hearts are full of gratitude to the school administration for availing unto us their unfailing support when we needed them. We as TANSA executive can confidently exclaim; so far so good! We are delighted in the beauty of selfless service.

### **Review of events**

It has been an eventful semester punctuated by different kinds of activities which directly touch on the life of students. We began this semester by organizing a colorful opening and welcoming party for the new students. During that party, the Tangaza fraternity happily welcomed new students into the life of the college. It is our hope that the new students have gradually settled and actively participated in both the academic and social activities of our institution. We still encourage our new students to contribute positively in building the rich tradition of our college.

We successfully organized the cultural day which took place on October 24<sup>th</sup>, 2015. Prior to the cultural day we had a full week dedicated to cultural exhibitions from the various countries that are represented in Tangaza. It is a blessing that Tangaza hosts students from all the continents of the world. We thank God for this privilege. It will be difficult to forget the beauty and fun that we had during the cultural day on October 24<sup>th</sup>. Many of the countries represented in Tangaza displayed their rich cultural heri-

tages in the form of songs and dances. In addition to this, there was a good display of traditional food from different countries. It was a great day of interacting and celebrating the diverse cultural values of our nationalities. How important it is to appreciate and preserve these cultural values for the future generations!

We had as well the institute debate on October 30<sup>th</sup>, 2015. The institute debate is an annual event in which the constituent institutes of our college come together and interact in an academic forum. How we wish that this event was accorded the seriousness it deserves. The theme of this year's debate was "the progress in technology and industrialization has brought more harm than good in Kenya". It was a rich event characterized by inspiring academic exchanges. We learnt a great deal on the pros and cons of technology and industrialization. We greatly appreciate the students from our institutes who came forward and shared with us their intellectual prowess during the debate. We look forward to the inter-institute quiz in the coming semester.

We are grateful once more to God and the Tangaza fraternity for enabling us reach this far. So far so good! We look forward to the coming semester with its set of events. The coming semester will see events such as the Tangaza marathon, the Tangaza women sports day, the inter-university public lecture, the Inter-institute quiz among other events. Until then, we wish you a Blessed Christmas Season and a Happy New Year.

**Aquinas Mutua**  
**Academic Secretary**