

**IT INVESTMENT CAPITAL FUND
PROJECT CLOSE OUT REPORT**

To: Information Technology Strategy and Investment Committee
John Vittner, Office of Policy & Management

FROM: Shirley Adams

AGENCY/PROJECT NAME: Board of Regents – CT Education Academy

PROJECT MANAGER: Shirley Adams

Project Start Date: 1/2014 **Project End Date:** 12/31/2020

Total IT Capital Funds Allocated: \$ 1,857,615

Total IT Capital Fund Expenditures: \$ 1,857,615

Brief Project Description/Summary:

The CT Education Academy is an eLearning and recording keeping ecosystem designed and built for the State of Connecticut workforce; it provides a central online location/platform for employees, and related constituents, to access many State mandated training courses as well as professional development opportunities

List Project Goals and Deliverables Completed:

(Please provide a brief summary goals and deliverables of the project that were implemented. Please reference your IT Capital Investment Brief for the initial goals of the project)

Developed ADA accessible training/education materials that are ADA compliant and delivered online via Blackboard and at the termination of the contract, a SCORM package of the courses; courses mentioned in the original contract were: Active Shooter, Workplace Violence, Sexual Harassment, Diversity, and Lean) That list was adjusted at DAS request. The first three were done, in addition to an Ethics course.

Hosted and maintained the CT Education Academy for a number of state agencies, including Office of State Ethics, Dept. of Motor Vehicles, Office of Education and Disaster Management, Dept. of Rehabilitation Services; Dept. of Energy and Environmental Protection, Department of Banking, the Board of Regents.

Developed an online registrations system

Developed a system to provide enrollment data to those using the system

Provided technical support for the LMS for departments relying on the platform for delivering the courses and updated the infrastructure as needed

Provided instructional design support to those departments wanting to develop courses to put on the CT Education Academy

Project Replication Opportunities:

(Are there opportunities to repeat or leverage the project solution by other state agencies? Please provide a brief explanation)

For this project to be replicated, a different structure needs to put in place.

Key Lessons Learned:

(Provide any lessons learned experienced during this project that may be helpful to other agencies starting a similar project)

The project needed a staff solely devoted to the project. The project staff needed to help the clients better understand the time commitment needed, the course development process, and the importance of meeting deadlines.

Although the project was developed as a collaborative initiative involving the Connecticut Distance Learning Consortium, the governance of the project rested with a committee tasked with finding a financial solution that would allow the project to be renewed and perpetual in nature. That solution was never identified and as a result the project terminated. As of December 2020 the CEA project was sunset which was 1 year past it's originally established date as a result of the recapturing of vendor fees paid but not utilized at the beginning of the project.

In the future the costs of fringe benefits should be weighed against the personnel requirements for technology heavy projects. A cross agency solution that captured Charter Oak's instructional design talent but leveraged the technology assistance of the State's information technology department may yield better results in lieu of parking both elements with a single entity.