



EXECUTIVE & MANAGEMENT SERVICES

A Higher Education Business Solution Provider

PSS Executive and Management solutions team will work with your institutions leadership to enhance the use of technology and staff in order to meet your strategic plans.

Needs Assessment

Data, Information, Analytics, and Reporting

PSS offers a wide variety of services to meet your institutional information and reporting needs, from a comprehensive needs assessment to “off the shelf” and customized reporting solutions. We can help you organize, structure, and deliver repeatable reporting and analytical strategies, and results for all of your institutional and business information needs. Using proven business analysis techniques, PSS will observe business processes and workflows, review institutional forms, materials, documents and plans, interview key process owners, and then assess business information systems to ascertain the extent of data, information, analytical, and reporting requirements. Once compiled PSS will provide a thorough overview of institutional information and reporting needs and a business solution to achieve optimal use of technology and human resources to meet those needs.

Needs Assessment

Regulatory Reporting Assessment and Planning

PSS offers a comprehensive review of your entire regulatory reporting requirement, including federal, state, county, and accreditation agencies. This proven business process review will document and organize your requirements into a well structured, methodical management plan focused on timely and accurate submission of reports, forms, and electronic files while ensuring the institution receives its due regulatory agency revenue share. Once compiled PSS will provide a thorough overview of institutional regulatory reporting requirements, internal technology and human resource requirements, a management plan, and several automated options for the execution of the plan. The results will be an orchestrated approach to managing, coordinating, and controlling these complex regulatory requirements.

Needs Assessment

Technical Training

PSS has extensive experience in evaluating technical training requirements for institutional administrative and IT staff. This proven method considers the technical skill set required for each human resource position while incorporating the institutions technology resources. This comprehensive assessment links the required skill set to the actual skill set of the incumbent to determine skill set deficits and gaps. Once compiled then a systematic, organized technical training plan is developed to fit both short and long term training needs. The results will be a more qualified staff capable of employing and applying the full extent of the technology assets, while improving and streamlining key business processes and functions.

Business Intelligence

PSS delivers a full suite of services, tools, and products that increase the speed at which institutions can make informed business decisions that are optimized and leveraged to directly influence business performance. PSS’ business intelligence solution incorporates Institutional business analytics, and key performance indicators used to measure, monitor, and manage institutional key business processes. The “off the shelf” higher education business intelligence system includes a robust and configurable data warehouse design, pre-designed analytics and reports, and tools to build institutional reports, charts, graphs, and analytics to reflect KPI’s, trend profiles and detection as well as business performance tracking, projection, and forecasting. The PSS business intelligence solution includes services to compliment institutional unique requirements. Our on-site senior business analyst will conduct a comprehensive study to determine the institutions business informational needs and tailor a solution that meets their unique business and decision-making requirements.

Technology Portfolio and Operational Assessment

PSS is an expert in identifying the impediments to strategic and operational performance within a client’s information technology profile, institutional structures and processes, and human and technical resource deployments. PSS will conduct a thorough review of your IT Operations, information systems, IT planning, IT related task and project management techniques, and IT organization and support structure. The PSS assessment team performs an in-depth review aimed at discovering weaknesses, as well as strengths, and provides practical, cost-effective strategic solution recommendations.

Administrative Work flow – Business Process Analysis

PSS also provides workflow improvement services aimed at achieving desired institutional outcomes through improved processes and enabling technologies. PSS professionals compare existing processes, staff deployments, and supporting technologies to industry best practices in order to identify improvement opportunities. PSS’ unique methodology provides for the as is versus the should be approach using proven business process analysis techniques. By involving the client staff in the review we provide the skills necessary to actively participate in improving their own workflows and processes. The PSS approach controls the level of our client’s investment in this critical arena while providing maximum benefit.

Information Technology Acquisitions

PSS clients receive expert advice and counsel regarding the selection and acquisition of needed technology solutions such as new administrative and academic systems and web solutions. PSS provides assistance in the preparation of requests for proposals, the analysis of vendor alternatives, and the development of positive business relationships with selected vendors. We are particularly adept at helping the institution plan and organize the selection process and in achieving consensus among and between the various constituents involved.