Administrative Services Program Review/Plan Builder and Major Update Schedule

(June 2012)

| Program # | Program | Person Responsible | | | Fiscal Year 10- 11 | Fiscal Year 11- 12 | Fiscal Year 12-13 |
|--------------|------------------------------------|--------------------|---|-----|--------------------------|--------------------------|-------------------------|
| 1 | Bookstore | Julie Bourlier | С | C U | CU | CXCU | CU |
| | Business Services | Rocky Bonura | | | | | |
| 2 | Accounts Payables | Rocky Bonura | С | C U | CU | CX CU | CU |
| 3 | Purchasing | Rocky Bonura | С | C U | C X CU | СU | CU |
| 4 | Risk Management | Rocky Bonura | С | C U | CU | CU | CX CU |
| | Campus Police | Michael Trevis | | | | | |
| 5 | Patrol/Cadet Services | Michael Trevis | С | C U | CU | CXCU | CU |
| 6 | Parking Services | Michael Trevis | С | C U | CXCU | CU | CU |
| 7 | Live Scan Services | Michael Trevis | С | C U | CXCU | CU | CU |
| 8 | Dispatch Services | Michael Trevis | С | C U | CU | CU | CX CU |
| | Facilities Planning & Services | Tom Brown | | | | | |
| 9 | Building & System Maintenance | Tom Brown | С | C U | CU | CX CU | CU |
| 10 | Custodial Operations | Tom Brown | С | C U | CU | CU | CU |
| 11 | Facilities Planning & Construction | Tom Brown | С | C U | CU | CU | CU |
| 12 | Grounds Maintenance | Tom Brown | С | C U | CU | CU | CX |
| 13 | Material Receipt & Delivery | Tom Brown | С | C U | CXCU | CU | CU |
| 14 | Recycling & Waste Management | Tom Brown | С | C U | CX CU | CU | CU |
| 15 | Utility Management | Tom Brown | С | C U | CU | C X | CU |
| | Fiscal Services | Janice Ely | | | | | |
| 16 | Financial Reporting & Accounting | Janice Ely | С | C U | CXCU | CU | CU |
| 17 | Student Accounting Services | Janice Ely | С | C U | CU | CU | CX CU |
| | Information Technology Services | John Wagstaff | | | | | |
| 18 | Application Support | John Wagstaff | С | C U | CU | СU | CX |
| 19 | Network Services | Claudio Vilchis | С | C U | CU | CXCU | CU |
| 20 | Technical Services | Don Treat | С | C U | CXCU | CU | CU |

C - Completed

Note: Each year every program plan will be updated as applicable

X - Major program review & applicable rewrite

U - Update of goal status each 6 months