ADMINISTRATION AND FINANCE STRATEGIC PLAN
ACCOMPLISHMENTS
2007-2008

Infrastructure
Address infrastructure needs and prepare the physical plant for
enrollment growth while meeting sustainability objectives.

- Construct Tuscany
  - Completed a demand study for the project
  - Obtained approval from the CSU HPRC to proceed
  - Hired a Construction Project Manager for the project
  - Appointed a design/build firm for the project
  - Obtained CSU Board approval for the schematic design of the project
  - Obtained CSU Board approval for the financing of the project
  - Finalized design and construction documents
  - Broke ground on the project

- Construct the University Center
  - Identified an architect for the project
  - Completed schematic design for the project
  - Developed a financing concept for the project

- Construct Faculty/Staff Housing
  - Removed existing structures on the land

- Address Issues in Grants and Contracts
  - Assumed responsibility for CIHS
  - Developed a 5 year Business Plan for the California Institute on Human Services
  - Strengthened systems of internal control

- Build the Green Music Center
  - Hired the Facilities Administrator
  - Purchased needed Facilities Services equipment
  - Identified remaining needed resources for Hospitality Center equipment and furnishings

- Enhance the Common Management System and Quality Improvement Program
  - Upgraded the Human Resources/Student Application module to Version 8.9
  - Solidified support for CMS Student Administration

- Address Campus Administrative Technology Needs
  - Appointed an Information Security Officer
  - Increased central disk space
  - Phased in central server redundancy
  - Upgraded network electronics
- Appointed position in I.T. to implement accessible technology procurement process
- Insured that all A&F web pages are ATI compliant
- Implemented Blackboard functionality on workstations

- Address Campus Instructional Technology Needs
  - Renewed and upgraded academic software licenses
  - Replaced obsolete classroom technology equipment
  - Replaced and upgraded computers in Open Computer Labs
  - Replaced and upgraded computers in 24 Hour (Schulz) Computer Lab

- Address Campus Deferred Maintenance

  GENERAL FUND
  - Renovated the following classrooms:
    - Stevenson Hall, Rooms: 2075, 2079, 2083, 2091, 3008*, 3038, 3046*
    - Art, Rooms: 102*, 108*
    - * Indicates “Smart Technology” equipment
  - Completed Nursing renovation on first floor Nichols Hall
  - Repaired Schulz steps
  - Upgraded Nichols restrooms to meet ADA standards
  - Upgraded path lighting

  PARKING FUND
  - Upgraded parking lot RH-4 lighting
  - Upgraded street lighting
  - Addressed pedestrian/vehicle traffic flow at south entrance
  - Resurfaced and striped Zinfandel parking lot (Lot R3)

  HEALTH CENTER FUND
  - Modified Health Center fire water flow switch
  - Modified Health Center doors to meet ADA standards

- Address CSU mandates in Financial Services General Fund
  - Hired the second GAAP CPA for the General Fund
  - Successfully implemented the Revenue Management Program

Faculty/Staff Development
Enhance a supportive environment that will attract and retain faculty and staff and contribute to their professional growth.

- Emergency Preparedness and Safety
  - Trained campus personnel to meet mandated new SEMS/NIMS compliance standards
  - Completed a campus wide disaster drill (Active Shooter Drill on 4/30/08)

- Management Training Program
  - Developed the parameters and launched the Manager’s Development Academy (MDA)
  - Purchased access to CSU e-learning program for all SSU staff
**Quality of the Student Experience**
*Provide SSU students with a quality co-curricular experience and a residential environment that leads to enhanced learning and personal growth.*

- Implement the One Card program
  - Launched the Employee ID Component of One Card
  - Implemented Card Readers in the Bookstore
  - Implemented Card Readers in Vending and Laundry
  - Launched Phase I and II of Keyless locks in the Residential Community (Cab, Zin, Verdot, Sauvignon)
  - Developed a marketing campaign to maximize Card and value use
  - Explored wireless reader technology
  - Developed a Plan using One Card to address overcapacity in the Zinfandel Dining Room

**Diversity**
*Increase student, faculty, and staff diversity and incorporate cultural diversity awareness and competence in all aspects of University operations.*

- Constructed a quiet/family room for employees use (Salazar 2nd floor)
- Pledged for Division to financially support student ethnic and diversity club graduations
- Financially support club participation in local Pride events and actively promote division employee participation in same

**Sustainability**
*Establish sustainability as a key element of Sonoma State University's identity on campus and in the region.*

- Implemented mini bin trash recycling program, in order to divert 50% - 75% of its solid waste from the landfills.
- Installation of High Efficiency Chiller No. 2 which produces chilled water for the campus
- Installed a 50kWdc solar photo-voltaic system on the roof of the Student Recreation Center, (large gym area) which is providing approximately 20% of the building’s electrical energy