

**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