

# Principal Directors 2007-08 Initiatives & Activities

## July-September 2007

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| <b>PUBLIC SAFETY</b><br>Livescan / Evidence CSO<br>Sep                          | <b>PUBLIC SAFETY</b><br>Reserved Parking Program   |
| <b>CIS/FINANCIAL</b><br>eBill Implementation<br>Aug                             | <b>CIS</b><br>Desktop Refresh<br>Aug   |
| <b>FINANCIAL SVCS</b><br>Complete eBill<br>Jul                                  | <b>FINANCIAL SVCS</b><br>Year-End Close<br>Aug   |
| <b>VPA/FINANCIAL</b><br>SLT Budget Template                                     | <b>AUX SERVICES</b><br>Annual Audit  |
| <b>AUX SERVICES</b><br>Continue Participation with ATI & Implement Requirements | <b>AUX SERVICES</b><br>IFNI: Site Selection, Completed Schematic Design & Initiate Fundraising |
| <b>ITS</b><br>PBX Cost Estimate   | <b>ITS</b><br>Student Email Enhancement  |
| <b>HR</b><br>Benefits Fair, Wellness Expo & Wellness Screening                  | <b>FACILITIES/PLANT</b><br>Hire Custodial Manager  |
| <b>FACILITIES/PLANT</b><br>Central Plant Commissioning                          | <b>FACILITIES/PLANT</b><br>Lot V Photovoltaic Complete   |
| <b>FACILITIES/PLANT</b><br>Library Steel Complete                               | <b>FACILITIES/PLANT</b><br>Master Plan—Begin EIR   |
| <b>FACILITIES/PLANT</b><br>Explore New Maintenance Management System            | <b>FACILITIES/PLANT</b><br>Begin Softball Locker Room Construction                             |
| <b>FACILITIES/PLANT</b><br>Roof Repairs—Engineering West, Peters & North Gym    |  |

## October - December 2007

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| <b>PUBLIC SAFETY</b><br>Events Coordinator / Emergency Manager Hired<br>Dec | <b>PUBLIC SAFETY</b><br>Temporary Eastern Campus Parking Solution<br>Dec | <b>CIS</b><br>Migration to Active Directory<br>Dec  |
| <b>FINANCIAL SVCS</b><br>GAAP Reporting<br>Oct                              | <b>FINANCIAL SVCS</b><br>Matching Gift Reconciliation<br>Oct             | <b>FINANCIAL SVCS</b><br>Hire Budget Director<br>Dec  |
| <b>FINANCIAL SVCS</b><br>Budget Book 2007                                   | <b>FINANCIAL SVCS</b><br>Chargeback Policy Implementation                | <b>FINANCIAL SVCS</b><br>Accessible Technology Initiative (ATI) Procurement Plan                                  |
| <b>VPA</b><br>Plan for Thomas Administration Move to 4 <sup>th</sup> Floor  | <b>VPA/CIS</b><br>Clean up the Web                                       | <b>VPA</b><br>Revamp Recycling Program  |
| <b>VPA</b><br>Library Donor Work  | <b>VPA</b><br>Division-Wide Meeting                                      | <b>VPA/HR</b><br>5 Year Administrator Reviews   |
| <b>VPA</b><br>Resolve CEQA Items with City of Fresno                        | <b>AUX SERVICES</b><br>Open Chick-fil-A @ USU Food Court<br>Oct          | <b>AUX SERVICES</b><br>Update Association & Ag Foundation Corporation Handbooks                                   |
| <b>AUX SERVICES</b><br>Online Housing Credit Card Payments via CBORD        | <b>AUX SERVICES</b><br>Transition of Campus KeyCard Operation            | <b>AUX SERVICES</b><br>Bookstore to Implement Monthly Presentations to Academic Departments on Textbook Procedure |
| <b>AUX SERVICES</b><br>BCP & Emergency Preparedness                         | <b>ITS</b><br>Full Lifecycle on Helpdesk Issues                          | <b>ITS</b><br>Campus Firewall   |
| <b>ITS</b><br>Fill Open Positions   | <b>ITS</b><br>New Helpdesk Software                                      | <b>ITS</b><br>ITRP Phases I & II  |
| <b>ITS</b><br>PBX Specification   | <b>HR</b><br>Enhanced Web-Based HR Info                                  | <b>FACILITIES/PLANT</b><br>Bid & Procure New Maintenance Management System  |
| <b>FACILITIES/PLANT</b><br>Explore North Gym Athletics Solutions            | <b>FACILITIES/PLANT</b><br>Library Exterior Construction Complete        | <b>FACILITIES/PLANT</b><br>Find Chilled Water Solution for Library (2-3 years)                                    |

## January-March 2008

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| <b>PUBLIC SAFETY</b><br>Police Funding Discussions<br>Jan                    | <b>PUBLIC SAFETY</b><br>Mobile Communications Center: Fixed Deployment Points Completed<br>Jan | <b>PUBLIC SAFETY</b><br>Campus Emergency Handbook Revisions Complete<br>Jan | <b>PUBLIC SAFETY</b><br>Cart Equipment Technologies  |
| <b>PUBLIC SAFETY</b><br>Dispatch Center Upgrade                              | <b>CIS</b><br>Vendor EFT—Travel<br>Feb   | <b>CIS</b><br>Degree Completion Plan System—Phase I<br>Mar                  | <b>CIS</b><br>Workflow System—Phase I<br>Mar   |
| <b>CIS/FACILITIES</b><br>Building Move<br>Apr                                | <b>CIS</b><br>Bulldog Direct Deposit   | <b>FINANCIAL SVCS</b><br>FISMA<br>Mar                                       | <b>FINANCIAL SVCS</b><br>Implement ATI Procurement Process for Formal Solicitations / Acquisitions over \$50K<br>Mar |
| <b>FINANCIAL SVCS</b><br>Implement eRefunds for Travel Reimbursements<br>Mar | <b>FINANCIAL SVCS</b><br>Pay-for-Print Replacement   | <b>FINANCIAL SVCS</b><br>Implement eRefunds for Student Reimbursements      | <b>VPA</b><br>Plan for Secondary Effects of Thomas Administration Vacancies  |
| <b>VPA</b><br>West End Partnership Planning                                  | <b>VPA</b><br>Parking Plan to Fee Committee  | <b>VPA</b><br>Division-Wide Meeting   | <b>VPA</b><br>Litigations/OCR Report   |
| <b>AUX SERVICES</b><br>Determine Feasibility & Upgrade of HR/Payroll System  | <b>AUX SERVICES</b><br>Rollout new PI Handbook   | <b>AUX SERVICES</b><br>Ongoing Campus Pointe Development                    | <b>AUX SERVICES</b><br>2008-09 Budget Process  |
| <b>AUX SERVICES</b><br>Audit   | <b>ITS</b><br>ITRP Complete<br>Mar   | <b>ITS/CIS</b><br>Calendaring & Email Replacement RFP                       | <b>ITS</b><br>Security Awareness   |
| <b>HR</b><br>Enhance Diversity of E-Recruit                                  | <b>HR/CIS</b><br>Implement PeopleSoft Training Module  | <b>HR</b><br>Reorganization of HR Office                                    | <b>HR</b><br>Utilize BizFlow to Strengthen HR Process  |
| <b>FACILITIES/PLANT</b><br>HVAC Modifications—IT, Conley & Ag Science        | <b>FACILITIES/PLANT</b><br>Finalize Library Interior   | <b>FACILITIES/PLANT</b><br>Beiden Field Locker Room                         | <b>FACILITIES/PLANT</b><br>Ongoing Corporation Yard Project  |
| <b>FACILITIES/PLANT</b><br>Renovate Speech Arts Stage Lift                   | <b>FACILITIES/PLANT</b><br>Finalize Master Plan EIR  | <b>FACILITIES/PLANT</b><br>Begin Design Peace Garden                        | <b>DRMS</b><br>Emergency Preparedness / BCP Coordinator Hired  |
| <b>DRMS</b><br>Sustainability Coordinator Hired                              | <b>DRMS</b><br>University Proclamation Completed   | <b>DRMS</b><br>Campus-Wide Storage Solution Proposal                        | <b>DRMS</b><br>Moves Completed   |

## April-June 2008

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| <b>PUBLIC SAFETY</b><br>USU Pavilion Remodel<br>Jun   | <b>PUBLIC SAFETY</b><br>Police Policy & Procedure Manual Completed<br>Jan                                    |
| <b>CIS</b><br>Implement PeopleSoft Absence Management                                       | <b>CIS</b><br>Hershey System Consolidation Upgrade   |
| <b>FINANC/PUB SFTY</b><br>Online Parking Permit Sales                                       | <b>FINANCIAL SVCS</b><br>Enhance E-Bill for 3 <sup>rd</sup> Party Access to Student Accounts                 |
| <b>FINANCIAL SVCS</b><br>Develop Workflow System for Finance Delegation of Authority<br>Jun | <b>VPA</b><br>Develop Communication Plan for Emergencies   |
| <b>VPA</b><br>Plan for BOT Approval of UHS  | <b>VPA</b><br>Administrative Services BCP  |
| <b>VPA/FACILITIES</b><br>SFDB Project   | <b>AUX SERVICES</b><br>Complete WiFi Installation in Residence Halls—Phase I                                 |
| <b>AUX SERVICES</b><br>Complete Starbucks Franchise Agreement & Design for Library Café     | <b>AUX SERVICES</b><br>Determine Ability to Eliminate Paper Script & Integrate into Food Service POS/KeyCard |
| <b>AUX SERVICES</b><br>Complete Design for RDH ADA Restrooms & Access Ramp                  | <b>AUX SERVICES</b><br>Develop Irrigation & Landscape Master Plan For University Courtyard                   |
| <b>AUX SERVICES</b><br>SMC Volleyball Locker Room Construction                              | <b>AUX SERVICES</b><br>Complete Chestnut Avenue  |
| <b>HR</b><br>Training Enhancements: Website, Modules & Centralized Compliance Training      | <b>HR</b><br>Outreach CD for Recruiting Faculty & Staff  |
| <b>HR/FINANCE</b><br>Title IX Gender Equity Plan  | <b>FACILITIES/PLANT</b><br>Begin Library South Wing Remodel  |
| <b>DRMS</b><br>Reconvene BCP Committee  | <b>DRMS</b><br>Campus Planning & Sustainability Blended  |