

Unit Accountability Management Plan

Controller/Fiscal Services

**Created on: 03/12/2013 12:50:00 PM PST
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2012-2015 Unit Plan

Create Action Items

Mission Statement

Business Services supports the District in it's mission and through it's Educational Master Plan by enriching lives through partnerships' by reducing risk, ensuring supplies and services, fiscal accountability, maximizing technology, and providing auxiliary services designed to strengthen the College community's commitment to graduate, transfer, and certificate students.

Overview/Summary

No text specified

Action/Solutions

CA- Pasadena City College Educational Master Plan Priorities (Copy 1)

C. Technology

Install the Administrative Information Services Fiscal Module in LancerPoint

▼ Action/Solution: Create Chart of Accounts

Action details: Configure the existing chartfield to Banner FOPAL (Fund, Organization, Program, Account, Location).

Implementation Plan (timeline): 2 months

Key/Responsible Personnel: Accountants and myself

Budget Implications (what resources will be used?): None

Budget request amount: \$0.00

Priority: High

L. Facilities and Resource Management

Prepare the next Construction Financing Bond for voter approval

▼ Action/Solution: Coordinate with RBC

Action details: Compile all the steps and processes necessary for Bond Measure

Implementation Plan (timeline): 36 months

Key/Responsible Personnel: Accountants and myself

Budget Implications (what resources will be used?): None

Budget request amount: \$0.00

Priority: Medium

Student Business Services

LancerPoint implementation in FY14-15

▼ **Action/Solution:** Analyze and identify the various T & A Accounts

Action details: Delete/Consolidate Accounts.

Implementation Plan (timeline): 3 months

Key/Responsible Personnel: Accountant and various department head

Budget Implications (what resources will be used?): None

Budget request amount: \$0.00

Priority: Medium

Track Action Items

Action/Solution Statuses

CA- Pasadena City College Educational Master Plan Priorities (Copy 1)

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Key/Responsible Personnel: Accountants and myself

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Budget request amount: \$0.00

Priority: High

Status for Create Chart of Accounts

No Status Added

L. Facilities and Resource Management

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Budget Implications (what resources will be used?): None

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Priority: Medium

Status for Coordinate with RBC

No Status Added

Student Business Services

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Budget request amount: \$0.00

Priority: Medium

Status for Analyze and identify the various T & A Accounts

No Status Added

Status Summary

No text specified

Summary of Next Steps

No text specified

❖ **Create Improvement Actions** (Program/Unit)

❖ **Track Improvement Actions** (Program/Unit)

❖ **Data Sets and Reference Materials**