

#### **District Services**

### Report to the Governing Board June 16, 2015

### **Budget Update**

The joint Governing Board and DSP&BC 2015/2016 Tentative Budget Workshop was held on June 9. Once the Board approves the budget at tonight's meeting, we will have authority to begin transactions for the new fiscal year beginning July 1.

### Parking Lot/Roadway Face Lift



Repair and reconstruction of parking lots near District Services began on June 1. Improvements, including new trees that reduce water use and maintenance costs, will be completed before the start of the fall semester.

This is a much needed and <u>appreciated</u> repair and improvement of our lots.

We appreciate the District Services and Facilities Trailer Teams who have suddenly been enrolled in our *walking/fitness program!* 





## **Enrollment Management Improvements**

Information Systems, RPIE and the Enrollment Management Teams at the Colleges have been working on improvements including:

- <u>Deans' Wait List Contact Roster</u> a new report for quicker interaction with students to help get them in the classes they need.
- New enrollment planning tool <u>Enrollment Management Analysis (EMA)</u> that considers historical data and helps predict section enrollments for coming semesters.
- Room Section Detail and Meeting Times by Room reports have been improved to see current and census enrollments by division and course.

### **District Five-Year Plan**

The submission of the District's Five-Year Facilities Plan, as required by the State Chancellor's Office, is an annual snapshot of all current facilities and projects planned for the future. This was improved this year by Interim Director Randy Clark by reducing the size of the report (via linking to data, instead of reprinting), and electronic distribution of the Plan instead of printing multiple copies.

### **Copier Standards – Efficiency and Cost Savings**

The Copier Standardization Committee has completed their work. Linda Bertolucci and consultant David Tanner will present a brief report on the Committee's work, the process of selection, anticipated improvements and projected cost savings.

# **District Services New Employees Welcome Lunch**

The second quarterly District Services-Diversity Equity & Inclusion Committee (DS-DEI) **New Employees Welcome** brown-bag lunch was held on May 29. As part of our DEI focus on **Inclusion** this year, all employees were invited to have some fun and help new employees feel welcome and part of our team. Once again, the room was packed and rejuvenating.

### **Welcome to District Services**



District Services welcomes Seth LeMesurier to the Human Resources Office as the new HR Assistant. Seth joined the District on June 8. His office is located in the District Office South, room 861.



Breanna Baer has joined the Foundation for Grossmont & Cuyamaca Colleges as the Director of Development. Breanna will be handling fundraising activities for the Foundation. Her office is located in the Foundation Office, building 38-H.

Stop by and say welcome to Seth and Breanna!

Sue Rearic