

Phoenix College Strategic Planning Team Charter



Vision

Phoenix College will be an exemplary educational institution, caring, innovative, and creative. It will be responsive to its diverse community, offering supportive environments for student success, promoting lifelong learning.

Mission

Phoenix College is a comprehensive community college responsive to the changing needs of the community and individuals pursuing academic, occupational, developmental, and personal enrichment goals.

Team Name: Fiscal Best Practices

Strategic Initiative: Optimizing Financial Resources

Strategic Action: Review and identify best practices for fiscal management.

HLC Criterion: Criterion #2: Preparing for the Future

The process begins Fall 2003 **and ends** Spring 2004

Team Charge:

Review and identify best practices for fiscal management.

Project Scope/needs:

1. Find what is already successful at PC with an explanation of steps and processes that makes it work well.
2. Identify successful practices at other colleges/universities.
3. Establish a plan in increments of 1-5, 10, and 15 years.

Expected Outcomes:

1. Provide an education or feedback of practices.
2. Better training.
3. Standardization as it relates to: a) technology; b) property control (inventory/assets); c) record keeping; d) audit trail; and e) facilities management as it related to revenue income.

Measures of Success (Data):

- 1. Strong audit trail
- 2. High value, or optimal use
- 3. Minimize risk (i.e., Print Solutions)
- 4. Meets need of end user, customer service aspect

Resources: (People/Financial):

Committee time and some resources for possible travel.

Team Leader: Jim Moore

Team Facilitator: Jim Moore

Team Membership/Signatures

Ronnie Elliott
Darrell Carnahan
Donna Cole
Paul DeRose
Cynthia Steele

Commitment Signatures

Corina Gardea, President

Date

Marian Tadano, Dean of Instruction

Date

Morris Johnson, Dean of Students

Date

Jim Moore, Dean of Admin Services

Date