

CHAPTER 5

DEPARTMENT: PRINTING & GRAPHICS

Goal: Design and produce three products to sell, providing new revenue for Printing/Graphics.

Measurable outcome: The successful design, production, and sale of a product at a profit, providing new revenue for Printing/Graphics.

Related Strategic Direction: Achieve and sustain financial stability.

UNIT: MAIL SERVICES & WAREHOUSE SERVICES

Initiative #1 Continue working with College departments so their mail is prepared to receive the lowest possible postal rates.

Goal: Track mailings and report saving successes.

Measurable outcome: Calculate savings

Related Strategic Direction: Achieve and sustain financial stability

Move Mail Services to a more secure location, build the newly designed sorting cases, and make the new department mail bags to fit sorting cases. This will provide a big boost to our efficiency. Project already funded.

Goal: Complete this project.

Measurable outcome: Project is completed. We have eliminated a time consuming step in mail processing.

Related Strategic Direction:

Build organizational capacity and systems to support student success and effective operations.