

STUDENT FINANCIAL SERVICES

Chapter 5: Program Initiatives to Improve Performance

*Financial Aid

Document Imaging

Priority 2

- Description
 - Provide imaging, document management, data capture, storage management, and report management
 - Reduce storage and archive space.
 - Instantaneous document retrieval.
 - Benefits students by eliminating personnel hours in filing documents and retrieval.
- Describe the resources needed
 - SCT Banner XtenderSolutions software.
 - Computing Services implementation programming.
- List the possible funding sources
 - General Fund
 - LASR Fund
 - Partial funding from potential M&S/ICP carryover.
- How does this project articulate with the college's vision, mission & goals and contribute toward meeting the President's/Board's approved goals?
 - Under strategic directions, would contribute to student retention via shortened timelines in notifications of financial aid eligibility.
 - Earlier notifications and higher volume of such would improve student enrollment decisions.

IF FUNDING SOURCE COULD BE TACT FUNDS, COMPLETE THE FOLLOWING:

- Category of request:
 - Maintain existing technology
 - Increase student access to technology
 - New technology
- How does this request fit in with other unit or college technology plans?
- Cost breakdown, including any unit resources being applied to the project (i.e. hardware, software, wiring, installation costs; timesheet staffing, licensing, other)

IF FUNDING SOURCE COULD BE CARL PERKINS FUNDS, COMPLETE THE FOLLOWING:

- What evidence do you have that shows special populations (disabled, economically disadvantaged, single parent, displaced homemaker, academically disadvantaged and limited English proficiency) have access to your programs?
- How does this request fit in with at least two of the Carl Perkins related goals (listed separately)?
- Describe how this project might show collaboration with Lane County high schools.