

CCS 2011-12

The Center Goal: Implementation of a Paperless Billing Process for Internal Clients of the Center

Summary:

In order to increase efficiencies in the respect of Sustainability, the Center will continue to expand upon the improved billing process to become 100% paperless.

Description

In 2010, the Center created ICO consolidated billing for single billing of multiple recurring internal events; providing both the client and the Center with a more sustainable and efficient billing process. In order to increase efficiencies in the respect of Sustainability, the Center will continue to expand upon the improved billing process to become 100% paperless.

Questions and Answers

How is the initiative linked to the Unit Plans most recently submitted?

1. How does it continue the achievement of those goals?
2. If this is a continuation of an initiative started last year, make sure that relationship is clear.

How is this initiative linked to the efficiencies and productivities plans you had last year?

1. How does it continue the achievement of these plans?
2. If this is a continuation of an efficiency or productivity plan started last year, make sure that relationship is clear.

This is an initial goal.

Describe the resources needed:

No General fund contribution needed. Fund 6 revenues will support training.

What specific measurable program outcomes do you expect to achieve with this initiative? The outcomes should be specific enough to be measurable. Also, outline the method that will be used to determine the results.

Increased efficiency and productivity, including instructional learning outcomes; Revenue enhancement.

Department Priority:

17

Unit Resources:

Funding Request: Carl Perkins

Funding Request: Curriculum Development

Funding Request: Technology Fee