

Fresno Technical Suite ("Tech Suite") Plan as of July 2019			
Task Title	Assigned to	Task Status	Month
Present Evaluation proposal for the Technical Suite to Senior Leadership Team	Angela Heinz	Completed	Jan-19
Prepare Technical Suite marketing budget and 2-year student enrollment projections			Mar-19
Compile Technical Suite equipment list: furniture, equipment, supplies, textbook requirement	Ralph Ortiz		Apr-19
Compile Technical Suite curriculum requirements	Sumer Avila		
Determine facility options for Technical Suite	Harlan Lindholm		May-19
Prepare Fresno Technical Suite space allocation plan			
Prepare the architectural drawings for the Fresno Technical Suite			
Confirm build-out timeline for Fresno Technical Suite	Scott Perry		Jun-19
Complete projected financial budget for proposed location			
Present Execution proposal for Fresno Technical Suite Project to Senior Management and gain approval to execute	Angela Heinz		Jul-19
Present Fresno Technical Suite proposal to Board of Governors for approval to proceed			
Submit a notification to the BPPE for approval of the new satellite location	Robert Hendrickson		
Prepare and submit ACCJC Substantive Change to establish a Tech Trades location with the Fresno Aviation Campus	Crystal VanderTuig	In Progress	
Obtain remodel permit to the city for Technical Suite	Harlan Lindholm		
Gain ACCJC approval for the Fresno Technical Suite	Crystal VanderTuig	Not Started	
Gain acknowledgement from BPPE on new satellite location	Robert Hendrickson		
Submit address to the Department of Education to add the location to the E-Car	Robert Hendrickson		
Prepare computer and software installation and access plan for the Fresno Technical Suite	David Mendes		
Recruit and train Fresno Aviation financial aid and front office support	Wendi Oliveira		Aug-19
Recruit and train Fresno Aviation admission advisor			
Provide product knowledge training to SJVC's admissions team at Aviation			
Begin Student Recruitment for new Tech Suite	Ginger Silverman		
Prepare and launch Fresno Technical Suite on website			
Purchase capital and non-capital furniture and equipment items	Ralph Ortiz		
Recruit and train instructors for Technical Suite	Carole Brown		
New location added to the Department of Education's E-Car	Robert Hendrickson	Sep-19	
Submit IS equipment list for procurement	Adam Lefaive		
Complete Department of Industrial Relations Site inspection	Angela Heinz	Oct-19	