

Details

Project ID: 572 **Owner:** Carol Crosson
Title: Lancaster Campus: SJVC campus offering 7 AS and 5 Cert level programs **Start Date:** 6/1/2010
Campus: Corporate **Create Date:** 10/7/2011
Review Requirement: Archive **Master Project ID:** 0
Outcome Statement: SJVC will have an educationally strong and financially viable SJVC Campus in the Lancaster geographic area.

Child Projects

Purchase Requests

There are no Purchase Requests associated with this project.

Summary Details

Progress: 25%
Due Date: 4/11/2014
Material Cost to Date: \$0.00
Est Material Cost: \$1,004,220.00
Est Labor Cost: \$23,050.00
Status: Active

Outcome Assessment

Date 1: 7/30/2012
Statement 1: Instruction of first cohort of students begins for Phase I program offerings.
Date 2: 3/4/2013
Statement 2: Instruction of students begins for Phase III program offerings.

Goals

Goal Type	Goal Name	Goal Category
ACCJC	I: Institutional Mission and Effectiveness	Standard
ACCJC	II: Student Learning Programs and Services	Standard
SJVC	Goal 2	Growth

Tasks

Project ID: 572

Project ID	Task	Labor Hours	Resource	Start Date	End Date	Material Cost	Labor Cost	Progress
572	Complete review of Lancaster / Palmdale geographic area	4	Sue Smilie-Janecek	6/1/2010	6/15/2010	\$0.00	\$200.00	100%
572	Investigate viability of program offerings in Lancaster / Palmdale geographic area	8	Sue Smilie-Janecek	6/6/2011	6/13/2011	\$0.00	\$400.00	100%
572	Prepare complete timeline for implementation of Lancaster Campus	0	Carol Crosson	6/20/2011	6/21/2011	\$4.00	\$0.00	100%
572	Prepare new campus and program proposal	4	Carol Crosson	6/21/2011	6/22/2011	\$0.00	\$200.00	100%
572	Gain Senior Management Approval to Proceed	1	Carol Crosson	6/22/2011	6/22/2011	\$0.00	\$50.00	100%
572	Gain Board of Governors	1	Carol	7/20/2011	7/20/2011	\$0.00	\$50.00	100%

Approval to Proceed			Crosson					
572	Update formal feasibility study	4	Sue Smilie-Janecek	8/1/2011	8/8/2011	\$0.00	\$200.00	100%
572	Develop timeline to phase in program starts	8	Carol Crosson	8/8/2011	8/15/2011	\$0.00	\$400.00	100%
572	Complete staffing projections based on projected census per program	4	Carol Crosson	8/10/2011	8/15/2011	\$0.00	\$200.00	100%
572	Develop facility criteria based on program offering and census projections	4	Carol Crosson	8/15/2011	8/15/2011	\$0.00	\$200.00	100%
572	Initiate site selection process	30	Steve Perry	8/15/2011	12/13/2011	\$500.00	\$1,500.00	100%
572	Prepare full blue prints, open for contractor bidding	10	Steve Perry	8/15/2011	12/7/2011	\$0.00	\$500.00	15%
572	Prepare equipment, supplies, furnishing list	4	Ralph Ortiz	8/16/2011	8/19/2011	\$0.00	\$200.00	100%
572	Complete detail budget	10	Stephen Miller	9/15/2011	9/19/2011	\$0.00	\$500.00	100%
572	Prepare and resubmit Lancaster ACCJC Substantive Change Document	60	Crystal VanderTuig	9/19/2011	2/15/2012	\$500.00	\$3,000.00	80%
572	Secure long-term lease agreement	4	Steve Perry	12/14/2011	4/2/2012	\$0.00	\$200.00	0%
572	Locate temporary office for Campus Director and Admissions Team	8	Steve Perry	2/15/2012	4/2/2012	\$0.00	\$400.00	0%
572	ACCJC Substantive Change Committee review of Lancaster proposal	1	Crystal VanderTuig	3/14/2012	3/14/2012	\$0.00	\$50.00	0%
572	Train admission's staff	32	Wendi Oliveira	3/14/2012	4/2/2012	\$0.00	\$1,600.00	0%
572	Begin recruitment of First Contact and Admission Advisors	1	Joseph Holt	4/2/2012	4/9/2012	\$0.00	\$50.00	0%
572	Submit building permit for facilities remodel	1	Steve Perry	4/2/2012	4/9/2012	\$5,000.00	\$50.00	0%
572	Gain ACCJC approval for Lancaster Campus	1	Crystal VanderTuig	4/2/2012	4/2/2012	\$0.00	\$50.00	0%
572	Transfer Campus Director selection to Lancaster Campus	4	Wendy Mendes	4/2/2012	4/9/2012	\$0.00	\$200.00	0%
572	Launch admission's and marketing effort	1	Joseph Holt	4/2/2012	4/13/2012	\$20,000.00	\$50.00	0%
572	Campus Director develop and begin series of meetings with Advisory Boards for each program	40	Nick Gomez	4/2/2012	7/20/2012	\$1,000.00	\$2,000.00	0%
572	Order Phase I equipment, furnishing and supplies	4	Ralph Ortiz	4/2/2012	5/7/2012	\$382,436.00	\$200.00	0%
572	Initiate remodel	32	Steve Perry	4/2/2012	4/2/2012	\$5,000.00	\$1,600.00	0%
572	Begin recruitment of faculty for Phase I Programs and administrative staff	4	Sumer Jackson	4/2/2012	4/7/2012	\$1,000.00	\$100.00	0%
572	Set up Phase I program student records system, catalog, accounting system, HR system, InfoZone, SLO assessments reports, reporting dashboards	4	Carol Crosson	4/2/2012	4/27/2012	\$0.00	\$200.00	0%
572	Begin student enrollment	1	Joseph Holt	4/9/2012	7/26/2012	\$0.00	\$50.00	0%

572	Begin recruitment of faculty for Phase II Programs	4	Nick Gomez	5/21/2012	5/21/2012	\$500.00	\$200.00	0%
572	Set up Phase II program reporting dashboards, catalog and SLO assessments reports	4	Carol Crosson	6/4/2012	6/13/2012	\$0.00	\$200.00	0%
572	Deliver all equipment, furnishing and supplies	1	Ralph Ortiz	6/18/2012	7/16/2012	\$0.00	\$50.00	0%
572	Order Phase II equipment, furnishing and supplies	2	Ralph Ortiz	7/2/2012	7/6/2012	\$309,749.00	\$100.00	0%
572	Deliver faculty orientation	24	Sumer Jackson	7/11/2012	7/13/2012	\$0.00	\$600.00	0%
572	Deliver student orientation	8	Nick Gomez	7/27/2012	7/27/2012	\$0.00	\$400.00	0%
572	Begin first day of instruction	14	Nick Gomez	7/30/2012	7/30/2012	\$0.00	\$700.00	0%
572	Notify ACCJC of campus start	1	Crystal VanderTuig	7/30/2012	8/3/2012	\$0.00	\$50.00	0%
572	Notify all compliance agencies of start up	2	Gregory Osborn	7/30/2012	8/3/2012	\$0.00	\$100.00	0%
572	Evaluate and report on Phase I campus and program development process	8	Carol Crosson	7/30/2012	8/30/2012	\$0.00	\$400.00	0%
572	Move Lancaster Campus to standard review processes	1	Wendy Mendes	7/30/2012	8/3/2012	\$0.00	\$50.00	0%
572	Evaluate and report on Phase I campus and program academic progress	4	Nick Gomez	8/6/2012	8/10/2012	\$0.00	\$200.00	0%
572	Remodel and equip classrooms for Phase II Programs	10	Steve Perry	8/15/2012	9/15/2012	\$5,000.00	\$500.00	0%
572	Deliver Phase II faculty orientation	16	Sumer Jackson	9/19/2012	9/20/2012	\$0.00	\$400.00	0%
572	Deliver Phase II student orientation	8	Nick Gomez	10/5/2012	10/5/2012	\$0.00	\$400.00	0%
572	First day of instruction for Phase II students	14	Nick Gomez	10/8/2012	10/8/2012	\$0.00	\$700.00	0%
572	Order Phase III equipment, furnishing and supplies	4	Ralph Ortiz	11/5/2012	11/9/2012	\$268,031.00	\$200.00	0%
572	Remodel and equip classrooms for Phase III Programs	40	Steve Perry	12/17/2012	2/11/2013	\$5,000.00	\$2,000.00	0%
572	Begin recruitment of faculty for Phase III Programs	4	Nick Gomez	1/7/2013	1/7/2013	\$500.00	\$200.00	0%
572	Set up Phase III program catalog, SLO assessments reports and reporting dashboards	4	Carol Crosson	1/7/2013	1/14/2013	\$0.00	\$200.00	0%
572	Deliver Phase III faculty orientation	16	Sumer Jackson	2/6/2013	2/7/2013	\$0.00	\$400.00	0%
572	Deliver Phase III student orientation	8	Nick Gomez	3/1/2013	3/1/2013	\$0.00	\$400.00	0%
572	First day of instruction for Phase III students	14	Nick Gomez	3/4/2013	3/4/2013	\$0.00	\$0.00	0%
572	Submit 2-year summary of campus operations and academic progress	4	Nick Gomez	4/7/2014	4/11/2014	\$0.00	\$200.00	0%