



MEMORANDUM

TO: Board of Trustees

FROM: Kurt R. Buttleman *[Signature]*

DATE: May 17, 2012

SUBJECT: Vice Chancellor for Finance & Technology Report - Info. Only

New Executive Director of Financial Planning & Services

Please join me in welcoming Dawn Vinberg to her role as Executive Director of Financial Services & Planning and to the Siegal Service Center.

Dawn has a background in finance and budget with over 15 years of finance experience in nonprofit organizations such as healthcare, grant-making foundations, and higher education. She has a Bachelor of Science dual major in Business Management and Economics and previously worked as the Business Services Director at South Seattle Community College. Since then she has been managing operations' projects and medical reporting projects for healthcare entities. Both as a consultant and a project manager Dawn has implemented new systems, project managed workflow changes, generated open communication forums for stakeholders, and improved client-facing reporting systems. Dawn is open to new ideas, willing to listen and learn and is looking forward to implementing some innovative projects throughout the District.

The Advisor Dashboard Portal (ADP) & Degree Boost Applications

Pac Lay has customized these applications for our district and are now ready for use. ADP is a web based portal providing a snapshot of student data for review and action by college advisors. Degree Boost provides a report on students that have completed or are close to a degree. Kim Manderbach/Diane Coleman are leading the Student Services groups on use and training district wide.

Nelnet/FACTS Automation

Michael Shaw & Michael Lock have worked with SBCTC-ITD and an outside vendor, Speedware, to automate the manual processes involved in enrolling students in the deferred tuition program. The process analysis is complete and now Speedware will begin programming the enhancements starting May. Completion date, late July/early August.

Banking RFP

In the next couple of months, we will be developing a Request for Proposal for district-wide banking services. I will be leading this effort and am in the process of gathering information and forming an evaluation committee.

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CENTRAL
Community
College

NORTH
Seattle
Community
College

SOUTH
Seattle
Community
College

SVI Seattle
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Institute

Georgetown
Campus

NewHolly
Learning
Center

Seattle
Maritime
Academy

Wood
Construction
Center

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