Administrative Services
2014 Accomplishments
2015 Goals and
Budget Requests
Administrative Services

Administrative Information Management Systems (AIMS)

Business and Financial Services

Document and Publication Services (DPS)

Facilities Management (FM)

Human Resources (HR)

Illinois Law Enforcement Training and Standards Board (ILETSB)

Executive Institute

Office of Public Safety (OPS)

Risk Management and Emergency Preparedness (RMEP)
35 Years of Service

Connie Corbin, AIMS
30 Years of Service

Cindy Feld, Business Services
25 Years of Service
Lynn Bainter, Building Services
Gary Lafary, Landscape Maintenance
Terry Melvin, Building Services
Jerry Parry, Building Services
Larry Thurman, Building Services
Marc Vawter, DPS
20 Years of Service

Carol Beekman, Human Resources
Rafe Breedlove, Building Mechanical Maintenance
Robert Coats, Building Mechanical Maintenance
Gina Colley, DPS
Linda Farr, Human Resources
Patricia Fowler-Rouse, Building Services
Gilbert Gade, Building Services
Cynthia Roon, Building Services
Scott Smith, AIMS
15 Years of Service
Sharon Chenoweth, Human Resources
Thomas Hinton, Building Services
Neil Huston, Landscape Maintenance
Samuel Marlow, Jr., Building Maintenance
Ted Renner, Planning & Construction
Mary Thomas, DPS
Roger Zellers, Building Services
10 Years of Service

Coy Abernathy, Building Mechanical Maintenance
Dale Anderson, Building Mechanical Maintenance
Pamela Bowman, Human Resources
Brian Briggs, Building Services
Steven Campbell, Building Services
Zulma David, Building Services
Richard Gray, Landscape Maintenance
Larry James, Building Services
Gerald Moore, Building Services
Timothy Moore, Heating Plant
Kevin Potter, Building Services
Brian Waibel, Heating Plant
Administrative Information Management Systems (AIMS)
AIMS FY14 Accomplishments

- 2BDB2 migration
- Mainframe and storage replacement
- Grade replacement
- Financial Aid modifications
- Foundation scholarship system
- Data warehouse
AIMS FY15 Goals

• Online ethics training
• Campus security authorization system
• Employee emergency contacts
Business and Financial Services
Business Services FY14 Accomplishments

• Financial Records System (FRS) and Billing and Receivables (BR) transaction request

• Web-based DPA

• IDROP

• PaymentNet 4

• Vendor communication
Business Services FY15 Goals

• Policies, procedures, and internal control
• Property Accounting scanning equipment
• Financial accounting system
Document and Publication Services (DPS)
DPS FY14 Accomplishments

• QC courier route
• Online office supplies
• Extended hours
• Student planner
• *Aquatic Mammals* journal
DPS FY15 Goals

• Operations
• Service
• Review by outside consultant
• Contract for copier service
Facilities Management (FM)
FM FY14 Accomplishments

• Communication to campus
• Policy and Procedures Manual
• Sustainability day
• Department of Commerce and Economic Opportunity (DCEO) grants
• Snow events
• Space study
FM FY14 Accomplishments

Tree Campus USA
FM FY14 Accomplishments

Major projects

- Lobby improvements (Hainline Theatre)
- Classroom improvements (Stipes Hall)
- Grand Entrance
- Food court remodel
FM FY14 Accomplishments

- Coal and ash silo demolition
- New exterior trash/recycling receptacles
- Brick paver patio at Seal Hall
- Feather flag receptors on University Drive
- DCEO composting grant
FM FY15 Goals

- Productivity, customer service, and cost savings
- Policy updates
- Training
Human Resources (HR)
HR FY14 Accomplishments

• State Universities Civil Service Audit
• 6% Rule
• Retiree health insurance
• Employee training and development
HR FY15 Goals

• Employee onboarding programs
• Online Civil Service requests
• Electronic I-9s
• Employee training and development
Illinois Law Enforcement Training and Standards Board (ILETSB) Executive Institute
ILETSB Executive Institute FY14 Accomplishments

- 22 years
- Grant funded
- Education and training
- Center for Homeland Security Leadership
- *Law Enforcement Executive Forum* journal
- ILETSB certification
ILETSB Executive Institute FY15 Goals

• CAIT partnership
• Strategic plan
• U.S. State Department
Office of Public Safety (OPS)
OPS FY14 Accomplishments

- Education and training
- Parking management
- Community policing
- Web presence
- Tier I accreditation
- Clery compliance review
OPS FY15 Goals

• Tier II accreditation
• Grants
• Programs
Vice President for Administrative Services (VPAS)
VPAS FY14 Accomplishments

• Risk management
• Emergency preparedness
• Contract review
• Ethics
VPAS FY15 Goals

- Policy review
- Training