



LASSEN COMMUNITY COLLEGE

Department: Fiscal Services

(Review Date: May 2022)

Indicate, by number, the Strategic Goal(s) each Administrative Unit Outcome will support. Specifically describe the assessment method(s) used to measure each outcome and the achievement target that will determine successful completion of the outcome.

Strategic Goal	AUO	ASSESSMENT MEASURE /TARGET
1, 2, 3, 4	Payroll: Demonstrate efficient processes through the integration of technology.	<p>Measure: Implement use of software technology to replace external outdated methods such as spreadsheets. Target: Process online timesheets. From baseline increase 15% per year until 90% is achieved. Baseline: Academic Year 2021-2022 AUO Data Source: Spreadsheet stored in the PDrive / HR folder</p>
1, 2, 3, 4	Finance: Demonstrate efficient processes through the integration of technology.	<p>Measure: Implement use of software technology to replace external outdated methods such as spreadsheets. Target: Automate cash journal entries. From baseline increase 15% per year until 80% is achieved. Baseline: Academic Year 2021-2022 AUO Data Source: Spreadsheet stored in the PDrive / HR folder</p>
2, 3, 4	Demonstrate efficient accountability, responsibility, and communication in the administration of student financial obligations.	<p>Measure: Student data report Target: From baseline, decrease the amount of student debt owed to LCC by 5% per year. Baseline: Academic Year 2021-2022 AUO Data Source: Student debt report</p>