

EVP Finance & Operations

Fiscal Affairs

Administrative Unit Assessment

FY 18 (July 2017-July 2018)

Department and Assessment Report Information

Prepared on:7/24/2018 4:02:44 PM	By:nancy.stroud@mga.edu
For which department or area are you reporting?	EVP Finance & Operations
What is the name and MGA email address of the person responsible for this report?	Nancy Stroud nancy.stroud@mga.edu

Departmental Mission and Goals

The mission and goals of the department should be consistent over a 5 year period, although some institutional changes may necessitate and prompt a change in mission or goals for specific departments. In this section, you will report the mission statement for your department as well as the long term goals (5 year range) for the department.

What is the mission statement for this department/area? Your mission should explain why the department/area exists and who it serves.	The mission of the Office of Finance & Operations is to provide leadership in the area of fiscal policy and stewardship of Middle Georgia State University resources so as to further the University's commitment to quality education and student success.
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What are the goals for this department? These should be the "big things" the department/area intends to accomplish within 5 years.	Goals: <ol style="list-style-type: none">1. Develop Salary Administration process covering all phases of salary change for both Faculty & Staff, to match USG policy.2. Work with the Provost and Executive Director Human Resources to begin development of a Compensation plan for both Faculty & Staff using nationally recognized benchmarks.3. Review all Auxiliary Enterprises, setting benchmarks for profitability, reporting, reserves, etc, while developing a sustainability plan for each operation.4. Develop multi-year budget planning tool based on fiscal drivers such as credit hour production, headcount, # faculty...5. Conduct multiple security trainings, including a table top exercise, for active shooter and other possible security threats.6. Re-start the Enterprise Risk Management system.
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	7. Re-start the Facilities Advisory Group.
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Objectives

Each year, every department should identify objectives the department hopes to accomplish in the next year. These should align with departmental goals and the MGA strategic plan. In the next section you will be reporting on the objectives you set and whether or not you achieved them in FY 18. Later in the document you will report on objectives you hope to accomplish in the coming fiscal year, FY19.

Objective 1

Objective 1: What was this department's first objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	To continue to make the case to the USG for additional resources in multiple areas.
Objective 1: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	the amount of "additional funding" received through the State Allocation process.
Objective 1: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	\$1.8M in sector change funding; \$4.8M in Aviation; \$12.5M in Cochran Core construction; and movement on Tuition Transition Plan and or other additional funding.
Objective 1: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)	25% achieved. Sector Change Funding of \$1,051,654; Aviation: \$.00 – asked to withdraw request by EVC Chastain due to Cochran Core request; Cochran Core - \$900,000 in design funding; and we were asked to remove the Tuition Transition plan from our Budget discussions by the EVC Nickel. The department met this objective although not at the target rate.
Objective 1: Did your department meet this objective?	The department did not meet this objective.
Objective 1: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	We learned there is no appetite at the USG for a Tuition Transition Plan and we will not bring it up in budget discussions next year.

Objective 2

Objective 2: What was this department's second objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Develop infrastructure or restructure existing reporting relationships to diversify revenue streams.
Objective 2: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	percentage of revenue increase for camps and conferencing
Objective 2: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	20% increase for both camps and conferencing
Objective 2: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)	Conferencing actually went down 27% due to an accounting change and the FY17 baseline was an anomaly – 44% increase over the prior year. Camps revenue increased by 11%. The department did not meet this objective – 0% achieved.
Objective 2: Did your department meet this objective?	The department did not meet this objective.
Objective 2: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	We learned that as revenues grow, it becomes more difficult to increase by these large percentages, AND both conferencing and camps must have new customers in order to grow revenue.

Objective 3

Objective 3: What was this department's third objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Secure additional beds for Macon and Eastman.
Objective 3: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	number of new beds for Cochran and Eastman
Objective 3: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	310 bed long-term commitment for Macon (new residence hall) and as many as possible for short term solution in Macon and Eastman.
Objective 3: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)	50% achieved. The P3 initiative is moving into the final decision phase for the 310 bed residence hall. Residence Life doubled up 83 rooms at UP to create more beds in Macon and approximately 150 Eastman students have been housed in Cochran. We added Cochran-Eastman shuttle to make this possible.
Objective 3: Did your department meet this objective?	The department met this objective.
Objective 3: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	We learned there is almost no affordable and acceptable housing in Macon for students. Therefore we must create our own.

Objective 4

Objective 4: What was this department's fourth objective for this fiscal year? Objectives should be specific, measurable, and achievable within one year.	Continue Budget Transparency Initiative
Objective 4: How did your department measure this objective? (Survey, budget number, number of participants, jobs completed, measurable time and/or effort)	survey
Objective 4: What was your target outcome for this objective? (1.e. 80% participation, 5% enrollment growth, 7% change in engagement)	50% Agree or Strongly Agree that budget is more transparent than in past
Objective 4: At what level did the department/area achieve on this objective? (This should be a number, i.e. 82%, 6%, 345 attendees, 75% engagement)	75% Achieved. Four blogs posted and 47% agree or strongly agree
Objective 4: Did your department meet this objective?	The department met this objective.
Objective 4: What did your department learn from working toward this objective? What changes will you make based on this effort next year?	We learned that faculty/staff will respond to surveys with over 100 responses recorded.

Future Plans

<p>Please identify at least four measurable objectives for the next fiscal year. In listing the objectives, please use the format shown in these examples.1) The Department of X will improve services levels by 5% as measured by our satisfaction survey. 2) The department to X will provide training in ABC for at least 73 MGA faculty and staff.</p>	<p>1. All Auxiliary Enterprises will show a profit for FY19; 2. Public Safety will provide training to 300 participants; 3. The Facility Advisory Group will have at least two meetings during the year; 4. The Salary Administration Process will be documented and published.</p>
<p>Based on this assessment, please share your thoughts on the current status and future direction of this department or area.</p>	<p>This department needs to move past reacting and begin proactively planning and documenting. For so many years after consolidation, all the department could do was react, but it is time to move past that in every area.</p>

Form run:

Wednesday, July 3, 2019

