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**2013-14 Business & Financial Affairs Division Goals Aligned with Strategic Priorities 2012-15**

**The purpose of this document is to determine status of Division Goals Please indicate whether or not the Division Goals have been completed or not. Goals that are indicated by an asterisk need further explanation.**

| **Strategic Priority** | **Division Goals** | **Asterisks (\*) next to goals indicate need for clarification. Please explain how you will define or measure this goal.** | **If Completed**  **Please provide a brief description or link to evidence.** | **Not Completed**  **Why was goal not completed? Please check box below and provide a brief description why this was not completed or no longer a goal.** |
| --- | --- | --- | --- | --- |
| **Organizational Effectiveness** | **OE.A.1.1:** Provide data to support financial decisions and multi-year budgeting. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Organizational Effectiveness** | **OE.A.1.1:** Provide data to support facility planning. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Organizational Effectiveness** | **OE.A.2.2:** Evaluate the organizational changes in Business and Financial Affairs to explore additional opportunities for improvement. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Organizational Effectiveness** | **OE.A.2.3:** Collaboratively involve faculty and staff in the decision-making process concerning goals, plans, and resource needs through the annual program review process. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Organizational Effectiveness** | **OE.A.3.1:** Review, update, and/or develop required policies and procedures in Chapter 6 regarding Business and Financial Affairs. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
|  |  |  |  |  |
| **Institutional Technology and Research** | **ITR.A.1.1:** Improve financial reporting for all budget managers and reports to the Governing Board.\* |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Institutional Technology and Research** | **ITR.A.2.1:** Collaborate with IT to coordinate the funding and implementation of upgraded systems. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Institutional Technology and Research** | **ITR.A.3.1:** Work closely with Office of Institutional Effectiveness to provide needed financial and facilities information. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
|  |  |  |  |  |
| **Physical and Financial Resources** | **PFR.A.1.1:** Establish and provide financial information systems that are transparent and easily accessible in support of the budget development process. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Physical and Financial Resources** | **PFR.A.1.2:** Creation of an Internal Auditor position to complete the requirements of the Prop R Action plan and address Fiscal Independence. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Physical and Financial Resources** | **PFR.A.1.3:** Establishment of chart-of-account cost centers that allow tracking with greater detail. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Physical and Financial Resources** | **PFR.B.2.1:** Review design of facilities to assure effectiveness and to meet accessibility, safety, and ergonomic standards. Establish safety and emergency preparedness standards for all new construction and remodel to include shelter-in-place door locks and entrance security locks. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Physical and Financial Resources** | **PFR.B.2.2:** Implement the educational and facilities master plan.\* |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Physical and Financial Resources** | **PFR.B.2.3:** Complete the Prop R team and begin phase II Planning |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Physical and Financial Resources** | **PFR.B.2.4:** Coordinate all planning committees for proposed facilities under the Facilities Master Plan. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
|  |  |  |  |  |
| **Human Resources** | **HR.A.1.1:** Review staffing support and patterns in Business and Financial Affairs. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |
| **Human Resources** | **HR.A.1.2:** Collaborate with Human Resources to support the institutionalization of position control and tracking of hourly and contract employees using Ellucian. |  |  | **❑ No longer a goal**   * **In Progress \_\_\_% Completed**   **Expected completion date\_\_\_\_\_\_\_**  **Reason:** Choose an item.  **If other, please explain:** |