

FY 2016 OFFICE OF BUDGET AND FINANCE STRATEGIC PLAN

Strategic Plan Items & Projects

1.0. OPERATIONAL EXCELLENCE

1.1. Ensure Compliance Through Clear Policies and Procedures

1.1.1. Review and Update University Policies

1.1.2. Expand Utilization and Effectiveness of askYODA

1.1.3. Implement Continuous Monitoring Processes for High-Risk Transactional Activity

1.1.4. Update & Implement Service Center Accounting Procedures

1.2 Enhance University Financial Condition

1.2.1. Review and Validate the Revenue Projection Model

1.2.2. Review and Implement Improved Budget monitoring and Control Process

1.2.3. Monitor the University's Financial Performance Measures

1.2.4. Monitor the University's Fund Balances

1.3 Improve Division Operations

1.3.1. Deliver the Projects in the Departmental Work Plans

2.0 Customer-Focused

2.1 Exceed Customer Expectations

2.1.1. Develop Formal Curriculum-Based Training

2.1.2. Achieve a Customer Satisfaction Rate of 90% or Higher

2.1.3. Implement OneCard Solution for Travel and Small Value Purchases

2.1.4. Develop Long-Term Strategy for Financial Reporting (Data Warehouse)

3.0 Continuous Process Improvement

3.1 Build Quality Enhancement Structure

3.2 Conduct Business Process Improvements

3.2.1. Review and Enhance Cost Center, Fund, and Function Structure in Chart of Accounts

3.3 Leverage Technology

3.3.1. Maximize Utilization of Electronic Payment Methods

3.3.2. Implement Electronic Personnel Action Requests

3.3.3. Implement an Integrated Budget Module in PeopleSoft

3.3.4. Implement PeopleSoft Travel and Expense Reimbursement Module

3.3.5. Automate Cost Center Reconciliation Status Report

3.3.6. Develop Inquiry Screen to Deliver Financial Information on Demand

3.3.7. Expand Utilization of OBIEE Data Warehouse Reporting

3.3.8. Implement Activity Guide Functionality in SIS

4.0 Employee-Centric

4.1 Create a Highly Motivated Workforce

4.1.1. Achieve employee retention rate of 90% or higher

4.1.2. Achieve an employee satisfaction rate of 90% or higher

4.2 Create Value for Employees

4.2.1. Develop employee performance plans for all employees

4.2.2. Improve employee orientation program

4.2.3. Improve Training/Education/Communication