Report:	Assessment Plan Details for: • Vice Chancellor for Business & Finance
	Report Generated by TaskStream
Workspace:	Operational Plan & Assessment Report - OPAR
Assessment Plan:	2009-10 Cycle: Assessment Plan and Assessment Findings
Assessment Plan Template:	OPAR Assessment Plan
Report Generated:	Friday, February 25, 2011

Measures and Findings

Vice Chancellor for Business & Finance Unit Goals 2009-2010

1. Retention and Graduation Rates

1.1. Improve Student Services/Satisfaction

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 1.5.0.

Measures & Findings

Unit satisfaction measures
Institution level; Indirect - Other

Details/Description: Individual units will report results satisfaction measures annually to VC.

Acceptable Target: 100% of the units will conduct satisfaction measures with an 75% satisfaction score.

Implementation Plan (timeline): Annually

Key/Responsible Personnel: All units heads

Supporting Attachments:

No Findings Added to Unit satisfaction measures

1.2. Improve Facilities and Technology

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 1.6.0.

Measures & Findings

1.2.1. Improve Facilities and Technology

Details/Description:

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel:

Supporting Attachments:

Findings for 1.2.1. Improve Facilities and Technology

Summary of Findings: Capital Projects.18 out of 18 of the higher education bond projects for construction and renovation are now closed and archived. Construction on the new nursing building began in July 2009 and is now 90% complete.
Architectural renderings for Science and Technology building have been completed and construction documents for bidding are under way. Microprobe suite renovation has been completed. The Admissions and Testing departments located in the William Collins building were renovated and completed. The Chemistry Department Remediation Needs project is under construction and scheduled for completion in late Summer 2010.
A campus-wide parking management plan has been completed.

Acceptable Target Achievement:

Recommendations :

Reflections/Notes : Bond projects completed and Collins building renovation completed.

Substantiating Evidence:

Units will make continuous progress towards improving facilities and technology.
Institution level; Indirect - Other

Details/Description:

Acceptable Target: Will vary with the individual units but must see continuous improvement annually.

Implementation Plan (timeline):

Key/Responsible Personnel: Rudy Cardenas, Allen Williams, David Beach

Supporting Attachments:

Findings for Units will make continuous progress towards improving facilities and technology.

Summary of Findings: Capital Projects.18 out of 18 of the higher education bond projects for construction and renovation are now closed and archived. Construction on the new nursing building began in July 2009 and is now 90% complete.
Architectural renderings for Science and Technology building have been completed and construction documents for bidding are under way. Microprobe suite renovation has been completed. The Admissions and Testing departments located in the William Collins building were renovated and completed. The Chemistry Department Remediation Needs project is under construction and scheduled for completion in late Summer 2010.
A campus-wide parking management plan has been completed.

Acceptable Target Achievement:

Recommendations :

Reflections/Notes : Bond projects completed and Collins building renovation completed.

Substantiating Evidence:

2. Economic Transformation

2.1. Pursue a Leadership Role in the BRAC Initiative

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 2.4.0.

Measures & Findings

2.1.1. Pursue a Leadership Role in the BRAC Initiative

Details/Description: A project is underway with the City of Fayetteville, PWC, Sustainable Sand Hills, and Fort Bragg to develop the Millennium Campus for Sustainability. Its focus will be energy and water sustainability.

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel:

Supporting Attachments:

Findings for 2.1.1. Pursue a Leadership Role in the BRAC Initiative

Summary of Findings: This measure is more appropriately addressed by Academic Affairs and the Office of the Chancellor.

Acceptable Target Achievement:

Recommendations : Remove this measure and not carry it forward to 2010-11.

Reflections/Notes : This measure was not appropriate for the Business & Finance Division.

Substantiating Evidence:

2.2. Share Innovation and Entrepreneurship Best Practices

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 2.5.0.

Measures & Findings

2.2.1. Share Innovation and Entrepreneurship Best Practices

Details/Description: Budget adjustments, of a more than 5% reversion by the state, resulted in faculty and staff reductions, and reduced expenditures for supplies, travel, and services.

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel:

Supporting Attachments:

Findings for 2.2.1. Share Innovation and Entrepreneurship Best Practices

Summary of Findings: This measure is more appropriately addressed by Academic Affairs.

Acceptable Target Achievement:

Recommendations : Recommend that this measure be addressed in Academic Affairs, specifically in the School of Business and Economics.

Reflections/Notes : Not appropriately

addressed in Business & Finance Division.

Substantiating Evidence:

3. Intellectual and Cultural Center

3.1. Enhance Marketing and Communication

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 3.3.0.

Measures & Findings

3.1.1. Enhance Marketing and Communication

Details/Description: Several videos that featured academic programs were produced and posted on the FSU website, including the Microprobe Center, science programs, Student study abroad, the Career Fair, MLK Day of Service, and building renovations.

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel:

Supporting Attachments:

Findings for 3.1.1. Enhance Marketing and Communication

Summary of Findings: This measure is more appropriately addressed in Academic Affairs and the Division of Marketing and Advancement.

Acceptable Target Achievement:

Recommendations :

Reflections/Notes : This measure has little to do with Business & Finance and therefore should not be carried into 2010-11.

Substantiating Evidence:

6. Fiscal resourcefulness and sustainability

6.1. Maximize Use of Funds

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 6.1.0.

Measures & Findings

6.1.1. Maximize Use of Funds

Details/Description: All units will work toward maximizing use of all funds by meeting their unit goals.

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel: All units

Supporting Attachments:

Findings for 6.1.1. Maximize Use of Funds

Summary of Findings: The UNC Financial Improvement and Transformation Project (UNC FIT) continued its focus for audit compliance in the areas of Financial Aid, Contracts & Grants and General Accounting with the introduction of Key Performance Indicators (KPI).

Fayetteville State is participating in the project as a member of its Change Advisory Board (CAB) with voting rights to shaping the processing standards that will be used at all UNC campuses.

The university is upgrading its purchasing system with SCIQUEST software. This effort will provide the university with access to hundreds of higher education supplier catalogs for better control of campus spending. Many features including on-line shopping, trend reporting and budget management will be part of the project roll out.

New application interfaces for Housing, TIAA-CREF, and Fidelity Investments have been implemented to reduce errors in data and processes and to increase turn-around times.

T2 – A campus traffic management software has been implemented to automate vehicle registration, parking allotment, enforcement, and collection of fess and penalties.

After having 17 findings in 2006 and 14 in 2007, the 2009 FSU audit contained only one finding - inappropriate system access.

18 out of 18 of the higher education bond projects for construction and renovation are now closed and archived.

Construction on the new nursing building began in July 2009 and is now 90% complete.

Mobile Telephones Policy was approved in Sept. 2009 to reduce telephone expenditures. This policy established guidelines for approval, procurement, possession, and appropriate use of FSU owned mobile telephones.

Acceptable Target Achievement:

Recommendations :

Reflections/Notes : All areas met their goals for the year. SCIQUEST, Payroll, UNC FIT and Audit Finding initiatives will be continued into 2010-2011.

As a note, total budget allocation was $102,992,669, of which more than 5% reversion by the state, resulted in faculty and staff reductions, and reduced expenditures for supplies, travel, and services.

Substantiating Evidence:

UNC FIT Finance KPI - Final FY10 (Microsoft Excel)

6.2. Expand Grants and Contracts

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 6.2.0.

Measures & Findings

6.2.1. Expand Grants and Contracts

Details/Description: Support the expansion of Contracts and Grants.

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel: Jolene Elkins, Lisa Blauser and the Contracts & Grants staff

Supporting Attachments:

Findings for 6.2.1. Expand Grants and Contracts

Summary of Findings: Facilities And Administrative (F&A) Costs Policy was revised (July 2009) to clarify the guidelines for which FSU receives reimbursement of Facilities and Administrative (F&A) costs, which are sometimes referred to as indirect costs or overhead receipts and are related to the awarding of grants and contracts to FSU. This policy outlines how the funds will be used.

The Department of Police and Public Safety received a $7,000 award from the North Carolina Governor's Crime Commission for Training and Equipment for a Rape Aggression Defense (RAD) Training Program, and a $7,665 grant award from the North Carolina Office of Emergency Management to begin a Campus Emergency Response Training (CERT) Program.

Acceptable Target Achievement:

Recommendations :

Reflections/Notes : These initiatives are more a campus-wide effort and Business & Finance serves in an Accounting support role. They will not be carried forward to 2010-2011.

Substantiating Evidence:

6.3. Increase Private Support

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 6.3.0.

Measures & Findings

6.3.1. Increase Private Support

Details/Description:

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel:

Supporting Attachments:

Findings for 6.3.1. Increase Private Support

Summary of Findings: This initiative is more appropriately dealt with by Academic Affairs and Marketing and Advancement along with Sponsored Research.

Acceptable Target Achievement: Met

Recommendations :

Reflections/Notes : Our division provides support through maintaining fiscal integrity for the university. This will not be carried forward to the B&F 2010-2011 plan.

Substantiating Evidence:

6.4. Develop/Implement an Environmental Sustainability Prog.

Mapped to:

- FSU Strategic Priorities, Initiatives, and Indicators: 6.4.0.

Measures & Findings

6.4.1. Develop/Implement an Environmental Sustainability Program

Details/Description: Develop and implement a campus-wide Environmental Sustainability Program.

Acceptable Target:

Implementation Plan (timeline):

Key/Responsible Personnel: Harlan Blauser and Rudy Cardenas

Supporting Attachments:

Findings for 6.4.1. Develop/Implement an Environmental Sustainability Program

Summary of Findings: A project is underway with the City of Fayetteville, PWC, Sustainable Sand Hills, and Fort Bragg to develop the Millennium Campus for Sustainability. Its focus will be energy and water sustainability.

Dr. A. Tavakoli is the FSU representative. The SBE Center for Entrepreneurship co-hosted the First Annual Green and Sustainability Business Conference in Cumberland County, in collaboration with PWC, Sustainable Sand Hills, and the Chamber of Commerce, to discuss best green practices.

Design is in progress for the campus' first LEED certified building scheduled to begin construction early 2011 (New Science & Technology Building).

Strides made in sustainability included formation of a Sustainability Committee, implementation of trayless dining in the Jones Dining hall to conserve energy and water; implementation of a reusable food container for take-out meals, elimination of non-eco friendly Styrofoam containers, conducted lighting analysis at Lyons Science Building, and upgraded recycling program for fluorescent lamps and other mercury containing items.

Design in progress for improved storm water management implementation plan for new Nursing building to include the east campus as well as a plan for the New Science & Technology Building on the west campus.

Submitted Annual Solid Waste & Recycling report and Strategic Energy Plan to appropriate state agency.

Acceptable Target Achievement: Met

Recommendations :

Reflections/Notes : This project will be moved forward but, due to budget constraints, may be more narrowly focused.

Substantiating Evidence: