

FY 2014 Mission, Vision, and Goals

Finance and Administration Division

Angelo State University

VISION

The division of Finance and Administration will be known and celebrated for its service centered support of the institutional mission. With a true desire to accomplish the university's mission, the division will be a strategic source of information, provide support to accomplish institutional goals, and facilitate compliance with regulatory requirements.

MISSION:

“The role of the Finance and Administrative Services division is to provide essential services that enhance and support Angelo State University's academic mission. We provide quality facilities and related infrastructure, ensure that risks are mitigated and emergencies managed, and provide accessible financial and academic support services to all internal and external customers. Our stakeholders include students, faculty, staff, parents, taxpayers, the regional community, vendors, and other educational institutions.”

Goal 1: Provide budget analysis, development, and planning that supports accomplishment of the university's strategic initiatives for FY 2014 and beyond.

- Strategy 1: Provide analysis and data that enables budget managers to plan realistic budgets for FY 14 and subsequent years.
- Strategy 2: Provide budget training and related support to budget managers.
- Strategy 3: Coordinate with Institutional Effectiveness office to ensure that baseline and enhanced budget requests are related to SPOL objectives.
 - ✓ Assessment measure 1: Budget managers had the data, support, and training needed to prepare and submit FY 14 budget requests.
 - ✓ Assessment measure 2: Allocation of FY 14 budget funds was based on an analysis of available funding and on prioritized institutional strategic plans.

Vision 2020 goals supported: Master Goal #2, Objectives #2 and #3, Master Goal #7 Objective #1.

SACS standards supported: Core requirements 2.11 and 2.12, Comprehensive Standard 3.10

Goal 2: Maintain a physical and operational campus environment that supports all strategic initiatives.

- Strategy 1: Manage facility operations, maintenance, and construction
- Strategy 2: Maintain a high quality and diverse workforce
- Strategy 3: Promote and manage campus environment, risks, safety, and wellness.
- Strategy 4: Leverage external partnerships and collaborative efforts.
 - ✓ Assessment measure 1: 90% or more of respondents to the annual Administrative Services survey rate operational efficiency and customer satisfaction as being satisfactory or higher.
 - ✓ Assessment measure 2: The University has a skilled workforce that is appropriate for the university size and that is able to perform all academic and support tasks at the level required to support all strategic initiatives.
 - ✓ Assessment measure 3: A healthy, safe, and secure environment for students, employees, and visitors is maintained.
 - ✓ Assessment measure 4: Business functions for all university departments are continued at an acceptable level during or after significant business interruption incidents.
 - ✓ Assessment measure 5: Collaborative efforts and partnerships that increase revenue, enhance student learning, promote increased community engagement, and support recruiting/retention of students are implemented, maintained, and expanded.

Vision 2020 goals supported: Master Goal #1, Objectives #1 and #3 and Master Goal #2, Objective #3

SACS standard supported: Core requirement 2.11.2 and Comprehensive Standard 3.11

Goal 3: Continue improving F&A business processes and associated end-user training.

- Strategy 1: Process managers will work with end users to review key business processes and associated policies and procedures.
- Strategy 2: Where possible, processes will be simplified, streamlined, and improved to benefit the end user.
 - ✓ Assessment measure: End users report that the function and usability of processes was improved during FY 2014.
 - ✓ Assessment measure: Training for processes managed by the F&A division was available to all ASU employees and students who used those processes or who work in related division departments.

Vision 2020 goal supported: Master Goal #7, Objectives #1 and #2.

SACS standards supported: Core requirements 2.5, 2.11 and Comprehensive Standard 3.3.1

Goal 4: Ensure that staffing assignments and levels in F&A departments are appropriate to support the evolving mission of the university.

- Strategy 1: Evaluate staffing levels in F&A departments to ensure that appropriate personnel are available to provide mission-support services.
- Strategy 2: Evaluate and refine the division's organizational structure as related to the effective and efficient allocation of employees.
 - ✓ Assessment measure: Each F&A department has an appropriate number of qualified staff for the assigned functions and responsibilities.
 - ✓ Assessment measure: The F&A division is organized in a manner that provides the most effective and efficient support for the university's mission.

Vision 2020 goal supported: Master Goal #2, Objective #3

SACS standard supported: Core requirement 2.11.2 and Comprehensive Standard 3.11

Goal 5: Continue improving campus-wide communications and operational transparency.

- Strategy 1: Develop and deliver quarterly presentations to faculty, staff, and student groups to ensure awareness and understanding of administrative services and actions.
- Strategy 2: Continue review and revision of F&A web sites to improve ease of navigation and ensure logical access to division/department information.
- Strategy 3: Ensure that all F&A actions affecting the campus community are implemented in an open and transparent manner.
 - ✓ Assessment measure 1: Faculty, staff, and students received effective and timely information regarding F&A activities.
 - ✓ Assessment measure 2: Faculty, staff, and students are able to easily access information related to administrative support services.

Vision 2020 goal supported: Master Goal #2, Objective #3

SACS standard supported: Core requirement 2.11.2 and Comprehensive Standard 3.11

Goal 6: Participate in and support community engagement activities that result in positive interaction between the university and the regional community.

- Strategy 1: Encourage F&A staff to participate in appropriate community outreach and engagement activities.
- Strategy 2: Provide support as requested for faculty, staff, and students participating in community engagement activities that are related to the CONNECT! initiative and Carnegie community engagement process.
 - ✓ Assessment measure 1: F&A staff participated in and documented community engagement activities during FY 2014.
 - ✓ Assessment measure 2: F&A departments provided support for the university's CONNECT! Initiative.

Vision 2020 goal supported: Master Goal #8, Objective #3

SACS standard supported: Core requirement 2.12 and Comprehensive Standard 3.11.3