

Budget Office

Data Driven Decisions

Goal Description:

Work with reporting to create reports to allow departments to review past trends in order to better analyze future department budget needs.

RELATED ITEMS -----

RELATED ITEM LEVEL 1

Budget Modeling

Performance Objective Description:

Create reports that show a five year trend at high levels that allows departments and divisions to:

- See trends over the last five years
- Design realistic budget goals
- Create transparency

RELATED ITEM LEVEL 2

University Wide Budget Model

KPI Description:

- Create budget model all divisions agree on and understand
- Divisions and departments create 5 year plans
- Departments get an understanding of past trends on major funds

Results Description:

Creation of report is ongoing and in discussions with division heads in order to create a report that is easiest to understand on all levels.

Increase departmental effectiveness by providing additional in-depth training.

Goal Description:

Creating an efficiency across campus by taking over and introducing new budget training.

RELATED ITEMS -----

RELATED ITEM LEVEL 1

Increase basic budget knowledge across campus

Performance Objective Description:

The Budget Department will increase efficiency through training by:

- Taking over basic budget training for new employees
- Providing a new training that will be aimed at current employees to increase knowledge and give more confidence to all employees involved in budget practices.

RELATED ITEM LEVEL 2

Training for new and current employees

KPI Description:

The effectiveness of the additional training will be seen through:

- attendance
- level of questions being asked by attendees
- number of phone calls brought into the office
- the efficiency of budget practices performed across campus

Results Description:

Training has been continuous with high levels of attendance. Training has allowed open communication between the Budget office and other departments across campus. There have been a number of high level of questions and discussions as a result of training and the Budget office expects to continue to see a positive outcome as we continue to train employees.