

Indiana State University

2004 - 2005 Administrative Annual Report

Office of the Vice President for Business Affairs, Finance, and University Treasurer

Year in Review

Achievements

As you have heard, increasing public awareness of Indiana State University's accomplishments is crucial to building student enrollment, influencing policy makers, and developing a place of pre-eminence in the Midwest. What do you consider to be your department's accomplishments for the 2006-07 year that will contribute to this effort? (Please list in priority order and limit to no more than 8.)

1. Worked with OSPIRE to develop new method of student tuition enrollment projections for 2005-06. 2. Refined monthly budgeting system in conjunction with Office of the Controller. 3. Continue to improve budgeting method for fringe benefits to more closely align with actual expenditure patterns. 4. In conjunction with Academic Affairs and the Office of the Bursar implemented new procedures for special course fees.

Action Steps

In light of the new [strategic direction](#) of the University can you modify your action steps or develop new action steps that will aid in the implementation of the University's Strategic Indicators?

Review system of budget development and implementation and recommend changes to support the strategic direction of the University.

Assessment

What are two ways in which you evaluated the quality or effectiveness in your area last year? What changes did you make based on those assessments?

During the past year we have gathered information from peer institutions as to how our Budget Office compares in terms of level of staffing, responsibilities, etc. Based on the information gathered and additional information, we will make recommendations for any needed changes during the upcoming year to allow the Budget Office to better assess its effectiveness.

Future Goals

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Please describe the progress you have made on these action steps.

Both of the action steps shown have been completed.