

Budget Council

Ad-hoc Team

Purpose

Review **various** financial and administrative practices at unit, divisional and institution levels with respect to efficiency while maintaining effectiveness and strengthening revenues and enrollment. This review should include **all** administrative, academic, student affairs and other entities at the institution and should result in permanent savings effective, July 1, 2008 to address impending budget reductions.

The Chair will provide a status report of its deliberations at Budget Council meetings and submit the report of this Sub-group A no later than April 14, 2008 for deliberations and acceptance at the Budget Council meeting scheduled for April 15, 2008.

Ad-hoc Team membership

Vivian Fueyo, Chair, Professor & Dean, College of Education

Sandi Conway, Associate Director, Human Resources

Julie Jakway, Assistant Vice Chancellor, Financial Services

Jennifer Baker, Associate Director, Academic Affairs

Kay-Lynne Taylor, Director, Student Affairs

Joneen Maczis, Coordinator, College of Business

David Everingham, Fiscal & Business Analyst, College of Arts & Sciences

Criteria: Listed below are examples of the criterion to be considered:

Streamline Procedures/Processes

Consolidation & Restructure

Enhance Services

Strengthen Accountability and Improve Management Control

Provide Cross Training to Address Peak Period Staff Workloads (reduce permanent staff and administrative positions to address **some** of the \$ 3.2 Million in impending budget reductions for USFSP)

Working effectively resulting in enhanced time management

