

South Georgia State College
Department of Fiscal Affairs and Administration
Strategic Plan FY 2019 through FY 2024

Vision:

South Georgia State College will be a regional leader in offering an array of academic programs delivered by talented faculty and reinforced by a skilled support staff. This will attract, prepare and graduate students who will accomplish their career goals and lead the region to economic success.

Mission:

The mission of the South Georgia State College (SGSC) Fiscal Affairs and Administration Division is to preserve the College's viability by administering practices that create balanced budgets designed to sustain operations and growth while maintaining fiscal stability. We strive to provide timely and reliable financial data to our internal and external stakeholders, and the necessary support services to the various functional units of the college.

The focus of this strategic plan is a five-year outlook for FY 2019 through FY 2024. The following goals and objectives were developed using team discussion and consensus:

Goal #1: Fiscal Affairs and Administration personnel will listen to and cooperate with key leaders of the institution to understand and define key strategic needs of the college and determine actions that can be taken to provide needed resources while maintaining fiscal stability. Relates to SGSC Strategic Plan goals #1, #2, #3 and #4.

Budgetary Impact: Minimal

Measure of Success:

- Institution's budget will remain balanced throughout the planning period.
- Collaborative information sharing will take place on a regular basis between Fiscal Affairs and Administration personnel and other key areas of the college to define and communicate key needs of institution.
- Within the budgetary framework defined by Fiscal Affairs and Administration, key resources will be directed to strategic needs to ensure growth of the institution.

Goal #2: Ensure that information/data provided to both internal and external stakeholders is reliable and provided in a timely manner. Relates to SGSC Strategic Plan goals #1, #2, #3 and #4.

Budgetary Impact: Minimal

Measure of Success:

- Reporting is available and the data is reliable.
- Information provided supports requesting department's needs.
- Standard quarterly reporting format will be developed for all ancillary units.
- Develop financial reporting dashboards for college leadership.
- External reporting will be completed in a timely manner.
- External reporting will be reliable and free from material errors.

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Goal #3: Educate all faculty and staff to ensure that they have the information necessary to comply with SGSC, University System of Georgia (USG) and State Accounting Office (SAO) policies. Relates to SGSC Strategic Plan goal #2.

Budgetary Impact: Minimal

Measure of Success:

- Provide information to at least 80% of college employees either through electronic means or face-to-face meetings concerning actions to be taken on their part to comply with all SAO Statewide Travel Regulations.
- Provide information to at least 80% of key personnel involved in purchasing either through electronic means or face-to-face meetings concerning actions to be taken on their part to comply with all USG and Department of Administrative Services purchasing guidelines.

Goal #4: Ensure continuity of Fiscal Affairs and Administration operations by fostering an environment that promotes employee satisfaction and reduces turnover. Relates to SGSC Strategic Plan goals #1, #2, #3 and #4.

Budgetary Impact: Moderate

Measure of Success:

- Retain 90% of current Fiscal Affairs and Administration employees throughout the planning period.
- Improve communications within the department to ensure that all employees have input into operations.
- Hold at least two events each year for employees and their families at which members of the staff can interact with each other outside of work.