

FINANCE & FACILITIES COMMITTEE | 5.17.2018



FY 2019 F&F Committee Work Plan

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Overview



Goals:

- Plan major Committee actions and information topics for the upcoming fiscal year, and prospective multi-year Committee calendar
- Ensure F&F Committee has timely and accurate information to ensure proper oversight and control
- Support F&F Committee understanding of institutional financial and operational activity to support BOT decision making
- Facilitate goal setting and deliverables for the VPFA and Finance and Administration Division over the coming fiscal year

F&A Division Recurring Major Projects

FY 2019



	Fiscal Year 2019			
	2018		2019	
	Q1	Q2	Q3	Q4
Yearly Planning & Reviews	█		█	
Budget Development		█	█	█
Tuition Setting		█	█	
Legislative Session			█	█
Legislative Planning	█	█	█	
Construction Season	█	█	█	█
Audit and Closing	█	█		█
Risk Assessment			█	█
Bond Issuance			█	█
Quarterly Reports	█	█	█	█
F&F Committee Meeting	█	█	█	█

F&A Division Recurring Major Projects

FY 2020



	Fiscal Year 2020			
	2019		2020	
	Q1	Q2	Q3	Q4
Yearly Planning & Reviews	█		█	
Budget Development		█	█	█
Tuition Setting			█	
Legislative Session	█		█	
Legislative Planning		█	█	█
Construction Season	█	█	█	█
Audit and Closing	█	█		█
Risk Assessment			█	█
Bond Issuance				
Quarterly Reports	█	█	█	█
F&F Committee Meeting	█		█	█

Agenda Structure



- **Major Topics**

- Items with significant strategic importance for discussion, deliberation or information to the Committee or are major decisions reserved for the Board or its Committees. This includes items such as budget and tuition setting as well as major capital projects and bond issuance authorizations..

- **Minor Topics**

- Items which are either decisions which must reach the Board, but are unlikely to require significant discussion or informational topics which provide background and prepare the Committee for decisions that will be seen in subsequent meetings of the Committee.

Fall F&F Agenda



November 15, 2018

Major Topics:

- Capital Projects Report
- Long-Term Financial Planning
- Annual Internal Audit Risk Report and FY 2019 Work Plan
[Action]

Minor Topics:

- FY 2018 Q4 Quarterly Dashboard (Unaudited FYE)
- FY 2019 Q1 Quarterly Dashboard
- Cash Balances & Cash Flow Forecast Update
- OMIC Annual Update
- Fall Enrollment Update

Winter F&F Agenda



January 24, 2019

Major Topics:

- Financial Statement Audit Presentation [Action]
- Budget Development Principles [Action]
- Financial Ratio Analysis

Minor Topics:

- FY 2019 Q2 Quarterly Dashboard*
- State Budget Forecast
- Strategic Enrollment Management Update
- Bond Issuance Resolution [Action]

* Due to timing of January month end close the FY 2019 Q2 Dashboard may be pushed to the March 21 meeting.

Early Spring F&F Agenda



March 21, 2019

Major Topics:

- Tuition Adoption [Action]
- Capital Asset Condition Analysis & Master Planning Update

Minor Topics:

- Legislative Update
- Internal Audit Update

Late Spring F&F Agenda



May 30, 2019

Major Topics:

- Budget Adoption [Action]
- Legislative Session Update
- Internal Audit Risk Assessment and Annual FY 2020 Work Plan [Action]

Minor Topics:

- FY 2019 Q3 Quarterly Dashboard
- Capital Projects Summer Plan
- FY 2020 Committee Work Plan [Action]

Prospective FY 2020 Calendar



Fall

Capital Projects Update
Enrollment Update
Long-Term Financial Forecast
OMIC Annual Update
Legislative Session Review (Long-Session)
FY 2019 Q4 Quarterly Dashboard
FY 2020 Q1 Quarterly Dashboard

Winter

Financial Statement Audit Presentation
[Action]
Financial Ratio Analysis
FY20 Q2 Quarterly Dashboard
Budget Development Principles [Action]

Early Spring

Tuition Setting [Action]
Internal Audit Update
Legislative Session Review (Short-Session)

Late Spring

Budget Setting [Action]
Internal Audit Risk Assessment and Annual
Work Plan [Action]
2021 Legislative Planning
FY20 Q3 Quarterly Dashboard



Questions

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