Administration and Finance

2017 Fall Update with the Provost
Progress/accomplishments

FACILITIES and INFRASTRUCTURE

- Capital Improvement Projects completed:
  - College of Business Building
  - Wefald Hall and Kramer Dining Center
  - Berney Family Welcome Center
  - K-State Student Union renovation
    - Union Station by JP’s expected to open soon
  - Seaton Hall renovation and expansion
  - Equine Performance Testing Facility
  - Purebred Beef Facility
Progress/accomplishments

FACILITIES and INFRASTRUCTURE

• Chilled water expansion and distribution system completed
  – Campus utility consumption decreased 7% from prior year
  – Renovation of cooling towers

• Revised Capital Planning and Project Management Policy (Chapter 7830)
  – Developed capital project flow chart
  – Presented to President’s Cabinet and Dean’s Council
Progress/accomplishments

PUBLIC SAFETY

• Implemented revised weapons policy effective July 1, 2017
  – Board of Regents approved the revised university weapons policy
  – Created online training module to educate the campus community on the updated weapons policy that allows concealed carry
    • 1,433 individuals have completed the training

• Created EH&S laboratory safety manual and signage
  – Developed procedures and guidance with stakeholder input
  – Implemented uniform laboratory safety signage system across campus
Progress/accomplishments

PUBLIC SAFETY

• Developed biohazardous waste management plan

• Implemented online safety training system
  – Live for College of Agriculture, College of Engineering, and Administration and Finance
Progress/accomplishments

EFFICIENCIES

• Established the Administrative Support Center
  – Hired Mandy Cole as director
  – Merged accounting and human resources transaction activities for Administration and Finance, Research, Human Capital Services, Communications and Marketing, Leadership Studies and Provost Office

• Division of Financial Services is piloting a paperless routing and approval process for payment vouchers
  – College of Veterinary Medicine
  – Entomology department
Progress/accomplishments

CULTURE
• Internal Audit developed campus-wide Awareness of Ethical Issues presentation
  – Internal Control Guidance
  – Summary Observation Review

SUSTAINABILITY
• Consolidated the Park and Ride and Housing and Dining shuttles
  – Streamline routes
  – Simplify usage for campus riders
Top priorities moving forward

FUNDING

• Modernize the current incremental budget model
  – Incentivize enrollment growth, student success and research productivity
  – Support K-State 2025 university strategic priorities
  – Promote cost effective practices

• Expand pilot of the paperless routing process to include MIP accounting system
  – Develop interface into Decisions workflow, Eforms and Oracle FIS system
Top priorities moving forward

EFFICIENCIES

• Expand the Administrative Support Center to include the President and VP of Student Life
  – Implement MIP accounting system for detailed reporting

• Automate time and leave for units served by the Administrative Support Center
  – Tracking time for non-exempt employees
  – Leave approval process for exempt employees
Top priorities moving forward

FACILITIES and INFRASTRUCTURE

• Evaluate for best practices and increased efficiencies
  – Custodial Services
  – Grounds Maintenance
  – Storeroom

• Implement a formal, transparent process for requests of additional space
  – Policy drafted and presented to President’s Cabinet
Top priorities moving forward

PUBLIC SAFETY

• Publish Laboratory Safety Manual website
  – Communicate to campus community
    • Safety listserv, K-State Today and Environmental Health & Safety website

• Communicate biohazardous waste management plan to campus community

SUSTAINABILITY

• Promote Park and Ride shuttle to expand awareness
  – Ensure effective routes
  – Implement tracking app
Top priorities moving forward

CULTURE

• Strengthen diversity and inclusion on our campus
  – Professional training and development for cultural competence
  – Participation in cultural campus events

• Promote a smoke-free campus by summer 2018
  – Smoke Free Education Committee created to promote and support initiative
    • Develop marketing materials to inform campus
    • Provide information about cessation programs
Questions?