

# Finance & Operations

FY 2026 Strategic Plan Alignment and Budget Presentation

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# Finance & Operations

## People and Procurement Operations

- Human Resources
- Title IX and Discrimination Resolution
- Payroll
- Procurement
- Disbursements

## Public Safety Services

- Police
- Emergency Management
- Parking and Transportation
- Compliance and Insurance

## Controller

- Banking and Debt Management
- Facilities Management and Business Services
- General Accounting
- Financial Accounting
- Property and Surplus
- Office of Research Administration
- Student Financial Services

## Facilities Management

- Environmental Health and Safety
- Facilities Planning and Construction
- Facilities Services
- Residence Life Maintenance and Facilities

## Hospitality & Auxiliary Services

- Dining Services/Aramark
- Barnes & Noble Bookstore
- Vending
- Bearkat Course
- Ricoh
- University Hotel
- Box Office

## Financial Planning & Budget

# FY 2025 Accomplishments

## Priority 1: Prioritize Student Success and Student Access

### Auxiliary Services

- Developed a Faculty Bookstore Committee to review areas for improvement for Bearkat Bundle.
  - Launched a new campaign of Compare, Confirm, Collect.
  - Lowest opt out rate since the inception of the program.
  - Reviewed the Course Maintenance Form and worked with IT to update a critical data field within the form related to textbook adoptions to help communication when classes change.
- Installation of new food concepts:
  - Freebirds (open until 10:00 PM).
  - Sammy's Shakes (open until 9:00 PM).
  - Botrista offers BOBA beverages through Sammy's Shake Shop and Sammy's Scoops in South Paw.
- Blue Bell Ice Cream is now available on campus at South Paw and in individual pints in the PODs.

### Student Financial Services

- Prior aid year debt for FY 24 was reduced by \$1,741,487.86. FY 25 reduction to date is \$1,410,969.23.
- Collection agency payments are down 21% from FY 24 to FY 25, while internal collections of payments are up 48%.
- 1,133 delinquent accounts have been paid in full since September 2024.

# FY 2025 Accomplishments

## Priority 1: Prioritize Student Success and Student Access (cont.)

### Facilities Business Services

- Kat Tracks bus service expanded service to include a route to Gibbs Ranch twice a week and a weekday route was added to the I-45 route.
- Worked with BusWhere software platform to offer route tracking to students for Spring of 2025.
- Kat Tracks Retail:
  - 18% increase from FY 24 to FY 25.
- Kat Tracks Gibbs Ranch:
  - 25 students utilized the service Spring 2024.
  - 262 students used the service September 2024-March 2025.

# FY 2025 Accomplishments

## Priority 2: Embody a Culture of Excellence

### Facilities

- Received a 100% score on the THECB Peer Review Team Facilities Space Audit.
- Completed 212 laboratory safety inspections.
- Coordinated the disposal of approximately 11,000 lbs. of hazardous waste.
- No accidents or injuries on jobsites.
- Had a 93%+ completion rate for all work orders.
- Since March 31, 2020, Facilities has closed projects valued at \$292,973,338.
- Since March 31, 2024, Facilities has closed projects valued at \$40,351,113.
- There are currently 48 active Facilities projects with a budgeted value of \$276,905,574.

### People Operations

- FY 25 new hires (through April 4<sup>th</sup>): 157 staff, 138 faculty, 168 GA/TA/RA, and 892 hourly students.
- Processed reappointments for 303 graduate students and 292 faculty (9/1/24).
- 948 orientations completed in FY 25 through April 4<sup>th</sup>.
- To date, Professional Development has delivered 31 training sessions with 426 individual employees attending one or more session.

# FY 2025 Accomplishments

## Priority 2: Embody a Culture of Excellence (cont.)

### Budget

- Launch of the online change of budget form.

### Controller's Office

- General Accounting developed an in-person Finance 102 course for department admins. 136 staff completed the training in FY 24, and the feedback from participants has been very positive.
- Facilities Business Services' total annual savings for all energy-saving projects (University Plaza, General's Market, Old Main Market, CHSS): 4,828,000 kWh's per year with projected cost savings of \$241,510. These projects represent 6% savings in total electricity consumed by SHSU annually.
- The Office of Research Administration started using AirTable to track personnel funded by grants to assist departments with submitting necessary ePAFs. They are using this to provide the colleges with an FTE tracker.

# FY 2025 Accomplishments

## Priority 3: Elevate the Reputation and Visibility of SHSU

### Auxiliary Services

- Renovated and integrated Coliseum concessions.
- Renovated the Coliseum merchandising sales space for future events.
- Finalizing the external policies for rental event space (Austin Hall, Peabody Library, & Gibbs Ranch).

### Campus Safety

- Police Department was reaccredited.
- Dr. Lonnie Booker graduated from the Federal Emergency Management Institute through FEMA.
- Our digital forensics lab has become a regional source for Walker, Madison, Trinity, and the FBI for cell phone forensics and laptop computers.
- Officer Jacob Bullion received an award from the Huntsville Police Department, and our department for actions taken during a critical incident in the City of Huntsville.

# FY 2025 Accomplishments

## Priority 4: Expand and Elevate our Service to the State and Beyond

### People Operations

- The Benefits team successfully coordinated the on-campus delivery of flu shots at no cost to benefit-eligible employees, achieving a delivery rate of 105% of the scheduled vaccinations.
- Recognition of Employee Appreciation Day.
- Expanded trainings:
  - Retirement informational sessions
  - TRAILS
  - Professional Coaching
- Implementation of “baby boxes.”



# FY 2026 Keep Doing

**Statement:**

F&O plans to keep offering Kat Tracks. Not only is this a valuable service to students, but we have seen increased usage. This action aligns with strategy 1: prioritize student success and student access and goal 1.1 of recruit, retain, graduate, and empower students to drive sustainable growth. It will impact students' ability to access local venues, which is critical to their retention and engagement in the community and aids in achieving pillar 2 of retention.

**Supporting Data:**

Kat Tracks usage continues to increase through increased communication and marketing.

**Resources / Collaborations Required:**

We were able to utilize existing funds to provide shuttle tracking services to our students.

# FY 2026 Keep Doing

**Statement:**

F&O plans to keep utilizing existing software to increase efficiencies in adjacent areas because it allows the creation of efficiencies without additional costs. This action aligns with strategy 2: embody a culture of excellence and goal 2.5 of provide excellent and timely service to students, faculty, staff, visitors, and alumni and will provide the ability to complete work faster and in a more accurate manner which helps to achieve pillar 4 – agility.

**Supporting Data:**

Controller's Office began using Wdesk for financial reporting compilation allowing for more accurate and timely compilation.

**Resources / Collaborations Required:**

Collaborations between departments.

# FY 2026 Stop Doing

**Statement:**

F&O plans to stop sending individual timesheet reminders because this action takes 8 hours per month to complete with minimal engagement from the recipients. This action aligns with strategy 2: embody a culture of excellence and goal 2.2 of aligning processes and resources, such as staffing, facilities, technology, and other assets to strategic priorities and will have the allowance of 8 additional hours to be spent on tasks that provide a more impactful return, supporting pillar 4 – agility.

**Supporting Data:**

These reminders require 8 hours per month.

**Resources / Collaborations Required:**

This will require increased communication in the initial stages.

# FY 2026 Stop Doing

**Statement:**

F&O plans to stop requiring an additional round of VP and director approvals in BKB to close POs when the amount ended less than the original PO amount. This action aligns with strategy 2: embody a culture of excellence and goal 2.2 of aligning processes and resources, such as staffing, facilities, technology, and other assets to strategic priorities and will have an increase in processing time and less administrative task for employees across SHSU, supporting pillar 4 – agility.

**Supporting Data:**

This will reduce the time spent waiting on approvals to close a PO.

**Resources / Collaborations Required:**

This will require increased communication in the initial stages.

# FY 2026 Stop Doing

**Statement:**

F&O plans to reduce the number of vehicles with full coverage by reducing to liability coverage only when the cost outweighs the benefit based on value of the vehicle. This action aligns with strategy 1: prioritize student success and access and goal 1.3 to eliminate opportunity and achievement gaps because it will have a reduction in expenses that will allow for investment in areas that better support students, supporting pillar 4 – agility.

**Supporting Data:**

SHSU currently has 400 vehicles and carries full coverage on 135. This action will reduce the current coverage to 41 vehicles, for a potential savings of \$20,000.

**Resources / Collaborations Required:**

None.

# FY 2026 Start Doing

**Statement:**

F&O plans to start cataloging of F&O policies to ensure regular and timely review and updates. This action aligns with strategy 2: embody a culture of excellence and goal 2.2 of aligning processes and resources, such as staffing, facilities, technology, and other assets to strategic priorities and will have an impact on streamlining processes across the university and the F&O division, supporting pillar 4 – agility.

**Supporting Data:**

Policies not only provide a framework for employees to operate, but they also provide protection for the employees and SHSU.

**Resources / Collaborations Required:**

In house tools will be utilized for this.

# Finance & Operations Summary

## Keep Doing

**Keep #1:** Kat Tracks

**Keep #2:** Utilizing existing software

## Stop Doing

**Stop #1:** Individual timesheet reminders

**Stop #2:** Requiring a second round of approvals when the invoice is less than the PO

**Stop #3:** Providing full coverage on all vehicles

## Start Doing

**Start #1:** Cataloging all F&O policies

# Questions?



Sam Houston  
State University

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