The Student Affairs Business Operations office (SABO) is a service-oriented team charged with supporting the Division of Student Affairs’ vision, mission, strategic plan, and departments by providing:

• accurate and timely accounting services and financial reporting;
• recommendations and guidance on integrated financial and assessment strategies resulting in efficient resource utilization and effective planning;
• support and guidance for all personnel actions; and
• providing review and oversight of processes and systems necessary to a culture of quality and continuous improvement of programs, services, and administrative functions.

ACCOUNTING SERVICES & FINANCIAL REPORTING

$127 Million Loaded for division FY19 budgets
$280,000+ Generated in sponsorship revenue
35+ Financial plan sessions facilitated with department directors
$490,329 Reallocated (recurring funds) toward division priorities

INTEGRATED FINANCIAL & ASSESSMENT STRATEGIES

40+ Sessions to facilitated to develop 18 department-level value maps and 6 program-level value maps

HUMAN RESOURCES

6.2 Number of FTE positions reallocated or eliminated during strategic planning process and FY20 budget development

CONTINUOUS IMPROVEMENT

Adopted the University’s Lean Methodology; Planning, Doing, Checking, Acting (PDCA)

Room Readiness Project
- Partners – University Housing & Dining with Student Affairs Business Operations
- Objective – improve the communication and notification process to prepare rooms for fall move-in
- Outcome – identified initial adjustments to improve for fall 2019 and will implement additional adjustments as a result of discussions and survey of staff post move-in

Dean on Call
- Partners – Office of Advocacy and Success with Student Affairs Business Operations and Division of Student Affairs Employees who have served or are currently serving as a “Dean on Call”
- Objective – identify a high quality, efficient option to maintain level of care and concern for students transported to the hospital after hours
- Outcome – development of a three-tier system that leverages University Housing & Dining staff since overwhelming majority of incidents involve on-campus students. Further data collection will occur to inform future adjustments to training for staff and potential revisions protocols