
Budget Operations

AUO 1 – Disseminate budget information regularly to campus constituents.

- a. Measurement Description:
Maintain a log of when and to whom budget information is distributed.
 - i. Criteria for Success: Monthly college budget reports are distributed to key campus organizations including College Council, the SCC Budget Committee, SCC Management Council and to the SCC President’s Cabinet.
 - ii. Criteria for Success Achievement: Met Not Met
- b. Analysis of Findings: The Vice President of Administrative Services maintains a binder with all the monthly SCC budget reports going back to 2009–2010. In addition, the monthly budget report compares expenditures for the current year to the same time period last year.
- c. Plan of Action (if criteria not met):
None at this time but always ask if there are suggested changes.
- d. Additional Resources Required, if any: None

AUO 2 – Keep College constituents abreast of any major changes to the college budget.

- a. Measurement Description:
Satisfaction Survey measuring degree to which constituents are satisfied with how information is distributed.
 - i. Criteria for Success: Those who receive the reports find the information of value and presented in a way that’s understandable.
 - ii. Criteria for Success Achievement: Met Not Met
- b. Analysis of Findings: Over the past couple of years, we have received suggestions on how to improve the report by adding column headings and providing additional information. We have made the changes and will regularly ask recipients if there are other improvement that should be made.
- c. Plan of Action (if criteria not met):
None at this time, however, periodically survey recipients to see if there are any changes they would like to see.
- d. Additional Resources Required, if any: None