

Finance and Administration Accomplishments 2016-17

- Refinanced the 2009 Foundation Resident Halls bonds with a savings of over \$8,000,000
- Established partnership with Bolivar Medical Center to provide Health services for DSU students, Faculty and staff and saving the university over \$250,000.
- Developed direct deposits for travel reimbursements to all university employees.
- Totally renovated Fugler-Hammett residence hall
- Installed new carpet and painted the entire Ewing building
- Implemented new purchasing procedures to deal with manufactures directly, saving Thousands of dollars.
- Converted the States room into temporary kitchen, savings approximately \$700,000 on temporary services.
- Sold over 21,000 tickets (to date) across 29 performances during the 2016-2017 Season
- Offered 2 free community performances and 5 free masterclass/ workshop opportunities for preK-12 students
- Served over 8,000 prek-12 students through the School-Time Matinee Series
- Raise approx. \$221,000 in private and corporate gifts and \$26,500 in grants to fund performances
- Janice Wyatt Mississippi Summer Arts Institute for children ages 5-18 was at capacity for summer art programs
- Member of the John F. Kennedy Center for the Performing Arts *Partners in Education* program, providing programs of professional development for area educators
- Member of the Dance Touring Initiative through South Arts in partnership with the National Endowment for the Arts
- SBS collected \$350,000.00 in outstanding Perkins loans during FY16. We are trending higher this year already. We wrote 25 new loans last year. This year we have written over 60 loans, helping to securing the enrollment of students for the summer term.
- Our student receivables have stabilized for the first time in five years. It has shown a steady decrease of \$300,000.00 for the last two years. This is largely in part to the class

cancellation process and the University's strict adherence to withholding transcripts until outstanding balances are paid in full.

- Our accounts receivables are functioning at an all time high. All outstanding accounts are in collections, dating to fall 2016.
- WIOA funds have successfully assisted over 250 each semester for the current fiscal year.
- Implemented background screenings on camps where employees and volunteers are associated with minors
- Revised recruitment budget guidelines to ensure a positive budget. This is the first year this budget has not been in the red.
- Streamlined the new employee hiring process where approval must be given from HR before a department can hire an individual. All staff and hourly offer letters are prepared and sent by Human Resources.
- Offered guaranteed issue for long-term and short-term disability
- In conjunction with Student Financial Assistance, HR implemented a new procedure for tuition remission to maintain compliance with federal financial aid guidelines.
- Offer monthly faculty and staff development trainings
- Implemented an Electronic Separation/Transfer Clearance Procedure
- Implemented a labor distribution change EPAF
- Automated Affordable Care 1095s and maintained compliance with federal regulations
- Improved Benefits Fair
- Revised university policies to ensure compliance with laws and to defend the university from potential litigation.
- Ensured every employee participated in the Sexual Harassment and Awareness training program.
- Implemented a new employee newsletter to introduce new employees to campus.
- Automated letters of reference in PeopleAdmin. This will allow individuals to directly upload a letter of reference to an applicant's job application.

- Reviewed and reclassified each staff position as exempt or non-exempt according to Fair Labor
- Standards Act regulations.
- Created and implemented a drug and alcohol screening process
- Replaced the wireless access points and network switches in all occupied residence halls providing students with additional access to high-speed internet.
- Updated many of the aging classroom computers on campus
- Installed new security cameras in Fugler Hammett, Brumby Castle, Blansett Hall, BPAC and Forest Earl Wyatt Center for Health, Physical Education and Recreation
- Migrated faculty, staff, and students to Microsoft Office 365, which provides expanded email space as well as access to the entire office suite on up to 5 personal computers for free.
- Installed Ellucian CRM Advise as a part of the First in the World grant that helps advisors have access to data which enables them to guide students toward successful degree completion.
- Blocked over 30 million spam messages from faculty and staff email accounts