Project: Enhance an Environment of Trust, Transparency, and Responsibility in Budget Process

Description:
Set standards of transparency and inclusion to broaden awareness of all stakeholders. Enhance involvement, responsibility, and accountability for fiscal, physical, and human resources. Establish a training program for all pro-card holders, and all positions that have a budget to monitor or spend. Set clear policies and procedures for resource use. Communicate fiscal standings routinely.

Actions:
I. Establish training programs for all pro-card holders and all people in positions of budget monitoring or management.

II. Review Wright Way Policies and make appropriate changes for consequences for misuse of resources and overspending budgets.

III. Enhance resources webpage for helping WSU personnel understand and follow policies. Also have resources on discount contracts for purchases, rentals, travel and more.

IV. Posts budgets online for maximum transparency.

V. Establish more frequent budget presentations.

Milestones:
1. Start new training programs, and eventually achieve 90% or higher training level.
2. Policies reviewed, enhanced and published.
3. Budgets made available online for review, more involvement, and quarterly or semi-annual reports published.

Metrics: Tracking training is the largest metric for this project.

Timeline:
Having a training program stood up should take about 20 months. Once a training program is in place, an ongoing training program should be able to get to 90% of faculty and staff in 3 years.

Resources:
While it may be possible to accomplish some of these actions without additional resources, standing up a training program may require dedicated personnel.

Success Factors:
If this project is seen as essential by senior leadership, it may be mandated as it is at many of our peer institutions.
**Suggested Project**

**Ownership:** The policy portion of this project ultimately has to be approved by the Board of Trustees. The training and information sharing parts we suggest fall under the Division of Business and Finance.