



Finance & Administration Committee 2024 Work Plan

Approved October 19, 2023

Updated January 18, 2024

The Finance & Administration work plan provides a general road map to ensure the committee meets its charter obligations and responsibilities assigned in Board policies. Stage gating of capital projects will be scheduled as they reach each stage.

Meeting Dates 2024	Item	Link to Charter/ Policy
Jan 18, 2024	FY2024 Q1 Operating Management Report (Accept)	Charter: (1) Monitor financial performance
	FY2024 Q1 Investment Reports (Accept)	Charter: (1) Monitor financial performance
	FY2023 Annual Financial Statements (Joint Review with Executive, Audit and Governance Committee)	Charter: (4) Ensure accurate and complete financial records are maintained; (6) Ensure accurate and complete financial info presented to Board
	Preliminary FY2025 Tuition Scenarios and Education and General Budget Planning	Charter: (2) Review annual and long-term operating and capital budgets
	Update on the Corvallis Shared Responsibility Budget Model Review	Informational item relating to the university's approach to allocating education and general funds
	Internal Bank Annual Report (Accept) and Investment Management Review	Charter: (1) Monitor financial performance
	2023 Financial Metrics Update	Charter: (1) Monitor financial performance
	2023 Board Assessment Results (moved from the Oct 2023 agenda)	Bylaws of the Board of Trustees
Apr 4, 2024	FY2024 Q2 Operating Management Report (Accept)	Charter: (1) Monitor financial performance
	FY2024 Q2 Investment Reports (Accept)	Charter: (1) Monitor financial performance
	FY2025 Tuition Rates, Mandatory Fees and Student Incidental Fees (Recommend to Board)	Charter: (2) Review annual and long-term operating and capital budgets
	FY2025 Operating Budget Outlook	Charter: (2) Review annual and long-term operating and capital budgets
	Finance and Administration Division Update	Charter: Oversight of the integrity of the University's financial operations

Meeting Dates 2024	Item	Link to Charter/ Policy
	Ten-Year Business Forecast (Recommend to Board)	Charter: (2) Review annual and long-term operating and capital budgets
May 16, 2024	FY2024 Q3 Operating Management Report (Accept)	Charter: (1) Monitor financial performance
	FY2024 Q3 Investment Reports (Accept)	Charter: (1) Monitor financial performance
	Administrative Modernization Program (AMP) Update	Charter: (1) Monitor financial performance
	FY2025 Operating Budget (Recommend to Board)	Charter: (2) Review annual and long-term operating and capital budgets
	Enterprise Risk Report (topic to be determined)	Matter referred to committee
Oct 24, 2024	FY2024 Q4 Operating Management Report (Accept)	Charter: (1) Monitor financial performance
	FY2024 Q4 Investment Reports (Accept)	Charter: (1) Monitor financial performance
	Administrative Modernization Program (AMP) Update	Charter: (1) Monitor financial performance
	Capital Project Status Report	Charter: (1) Monitor financial performance; (2) Review annual and long-term operating and capital budgets
	FY2025 Operating Budget Update	Charter: (2) Review annual and long-term operating and capital budgets
	2024 Board Assessment Results	Bylaws of the Board of Trustees
	2025 Committee Work Plan (Accept)	Policy: Board Officers