

Q1. 2025 Unit Assessment Plan

Complete the GCU Unit Assessment Plan with three goals aligned with GCU's Mission and Strategic Compass. See the template within the University Assessment Plan on the GCU Assessment webpage. You can repeat your previous assessment plan if it is still valid.

Unit Assessment Plans are due February 28.

Q2. Name of Administrative Unit

General Accounting, Payroll & Purchasing

Q3. Name of the person completing this report. (Last, First)

Kristen Nagle

Q4. Email address of person completing this report.

knagle@georgian.edu

Q5. Date plan submitted

02/24/25

Q6. To which Cabinet Member does this unit report?

- ☐ President
- ☐ Provost (Academic and Student Affairs)
- ☐ Associate Provost for Academic Program Development
- ☐ Associate Provost for Student Support and Services
- ☐ Executive Director of Mission Integration
- ☒ Vice President Finance and Administration
- ☐ Vice President Institutional Advancement
- ☐ Vice President for Enrollment Management

☐ Other, (please specify

Q7. This plan is based on the following year type selection:

☐ Calendar Year (January-December)

☐ Academic Year (September-August)

☒ Fiscal Year (July-June)

☐ Other

Q8. State Goal 1 for your administrative unit.

Work on implementation of new ERP system for Finance, Accounts Payable, Purchasing

Q9. State the Outcomes for Goal 1.

☒ 1.1

Assign module managers

☒ 1.2

Train with Jenzabar on all Finance related modules

☒ 1.3

Review of general ledger setup to maximize flexibility with new system

☐ 1.4

☐ 1.5

☐ 1.6

Q10. What metrics will be used to measure results of Goal 1? Align with above outcomes.

☒ 1.1

Have module managers been assigned.

☒ 1.2

managers/staff have completed training

☒ 1.3

Has new general ledger set up been determined by meeting with VP Finance to determine strategic director and reporting needs.

- ☐ 1.4
- ☒ 1.5
- ☒ 1.6

Q11. What will be the benchmark for successfully meeting Goal 1? Align with the above metrics.

- ☒ 1.1 100% of all Finance module managers assigned.
- ☒ 1.2 100% of all Finance module managers and staff attended training from Jenzabar
- ☒ 1.3 Number of reporting limitations identified and addressed - resolve at least 90% of critical reporting limitations before go-live.
- ☐ 1.4
- ☐ 1.5
- ☐ 1.6

Q12. State Goal 2 for your administrative unit.

Payroll to work with Budget area to set up position control system

Q13. State the Outcomes for Goal 2.

- ☒ 2.1 Define Position Control requirements and Framework
- ☒ 2.2 Implement Position Control system in Budget Pak
- ☒ 2.3 Train Payroll and Budget on position control usage
- ☒ 2.4 Monitor and Optimize Position control for Accuracy and Compliance
- ☐ 2.5

☐ 2.6

Q14. What metrics will be used to measure results of Goal 2? Align with the above outcomes.

☒ 2.1 Completion of position control policy draft. Number of position attributes identified and standardized. Stakeholder approval of position control framework.

☒ 2.2 Percentage of positions accurately entered into the system.

☒ 2.3 Percentage of payroll and budgeting staff completing training.

☒ 2.4 Percentage of discrepancies between budgeted vs. actual filled positions.

☐ 2.5

☐ 2.6

Q15. What will be the benchmark for successfully meeting Goal 2? Align with above metrics.

☒ 2.1 100% drafted and reviewed by key stakeholders by June 2026.

☒ 2.2 100% of positions accurately entered within 6 weeks of system set up.

☒ 2.3 100% of relevant payroll and budgeting staff completing training.

☒ 2.4 Reduce discrepancies to less than 5% within 6 month.

☐ 2.5

☐ 2.6

Q16. State Goal 3 for your administrative unit.

Update purchasing manual to align with new ERP system

Q17. State the Outcomes for Goal 3.

- ☒ 3.1
- Review & Identify necessary updates to purchasing manual
- ☒ 3.2
- Revise & Update the purchasing manual
- ☒ 3.3
- Train staff on updated purchasing manual
- ☒ 3.4
- Monitor compliance and effectiveness of updated purchasing manual
- ☐ 3.5
-
- ☐ 3.6
-

Q18. What metrics will be used to measure results of Goal 3? Align with the above outcomes.

- ☒ 3.1
- Completion of gap analysis between current manual and ERP system requirements
- ☒ 3.2
- Percentage of manual sections revised to reflect ERP process
- ☒ 3.3
- Percentage of Finance staff and budget managers trained on new polices & procedures
- ☒ 3.4
- Number of purchasing errors or policy violations post-imlemntation
- ☐ 3.5
-
- ☐ 3.6
-

Q19. What will be the benchmarks for successfully meeting Goal 3? Align with above metrics.

- ☒ 3.1
- 100% sections reviewed within 2 months of go live

- ☒ 3.2 100% of manual sections revised as needed to reflect ERP process
- ☒ 3.3 At least 80% of required staff (budget holders) complete training.
- ☒ 3.4 Reduce errors/policy violations by 25% within 6 months.
- ☐ 3.5
- ☐ 3.6

Q20. Give the Mission alignment for unit assessment goals. Check all that apply.

	Goal 1	Goal 2	Goal 3
Georgian Court University, founded by the Sisters of Mercy of New Jersey in 1908 and sponsored by the Sisters of Mercy of the Americas since January 2007, provides a comprehensive liberal arts education in the Roman Catholic tradition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The university has a special concern for women and is a dynamic community committed to the core values of justice, respect, integrity, service, and compassion, locally and globally.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Georgian Court provides its students with a curriculum broad enough to be truly liberal, yet specialized enough to support further study and future careers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Georgian Court provides students with an environment for the entire university community to grow through shared educational, cultural, social, and spiritual experiences.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Georgian Court provides students with the will to translate concern for social justice into action.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No direct alignment with Mission.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Q21. Give the alignment with the GCU Strategic Compass Point (s) for your unit assessment goals. Check all that apply.

	Goal 1	Goal 2	Goal 3
Compass Point 1: Mission Fulfillment through Academic Excellence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compass Point 2: Mission Fulfillment through an Exceptional Student Experience.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compass Point 3: Mission Fulfillment through Revenue Generation and Diversification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Compass Point 4: Mission Fulfillment through Operational Efficiency and Utilization.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
No direct alignment with the Strategic Compass.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q22. Please select the directive(s) aligned with your goal(s) for Compass Point 1: Mission Fulfillment Through Academic Excellence. (check all that apply)

This question was not displayed to the respondent.

Q23. Please select the directive(s) aligned with your goal(s) for Compass Point 2: Mission Fulfillment Through Exceptional Student Experience. (check all that apply)

This question was not displayed to the respondent.

Q24. Please select the directive(s) aligned with your goal(s) for Compass Point 3: Mission Fulfillment Through Revenue Generation and Diversification. (check all that apply)

This question was not displayed to the respondent.

Q25. Please select the directive(s) aligned with your goal(s) for Compass Point 4: Mission Fulfillment Through the Operational Efficiency and Resource Utilization. (check all that apply)

	Goal 1	Goal 2	Goal 3
4.1 Develop a collaborative financial strategy for the next three years that integrates the strategic enrollment and academic plans. These plans will be supported by Capital and Leased space development programs and the integration of the Facilities Conditions Assessment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 Develop a plan that re-imagines the campus to make efficient and effective use of physical spaces on campus, inclusive of renewal and replacement programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3 Develop the Campus Master Plan and a Strategic Technology Master plan to support campus operations and expand satellite and virtual academic sites.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4 Enhance and expand efficient process improvement programs to provide more supportive operations and efficient campus operations and workflows.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Q26. With which MSCHE (Middle States Commission on Higher Education) Standard are your unit assessment goals aligned. Try to limit your response to the primary area of alignment.

	Goal 1	Goal 2	Goal 3
Standard I. Mission and Goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard II. Ethics and Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard III. Design and Delivery of the Student Learning Experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard IV. Support of the Student Experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard V. Educational Effectiveness Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard VI. Planning, Resources, and Institutional Improvement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Standard VII. Governance, Leadership, and Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am not sure which Standard to choose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Applies to all Standard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q27. Name the person(s) responsible for Goal 1.

Kristen Nagle

Q28.
Name the person(s) responsible for Goal 2.

Helaine McPaul

Q29.

Name the person(s) responsible for Goal 3.

Julie Parlacoski

Q30.

In which year will Goal 1 be assessed?

Note: Data is collected annually, but analysis is done on a three-year cycle, one goal per year.

- ☒ Year 1
- ☐ Year 2
- ☐ Year 3

Q31.

In which year will Goal 2 be assessed?

Note: Data is collected annually, but analysis is done on a three-year cycle, one goal per year.

- ☐ Year 1
- ☒ Year 2
- ☐ Year 3

Q32.

In which year will Goal 3 be assessed?

Note: Data is collected annually, but analysis is done on a three-year cycle, one goal per year.

- ☐ Year 1
- ☐ Year 2
- ☒ Year 3

Q33. Are there any additional comments you would like to add to this report?

Location Data

Location: ([40.0923](#), [-74.2252](#))

Source: GeoIP Estimation

