



Energized

Partners

Leaders

EMPOWERED

Achieve

The Best

Enthusiastic

ACCOMPLISH

PROGRESS

FUN



*To be a model in higher education
for continuously improving financial and accounting services;
delivered with accuracy, integrity, and timeliness;
in a team culture that fosters a “best-place-to-work” environment.*



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CONTINUOUS IMPROVEMENT

- a) Create a culture of constant and continuous process improvement
- b) Empower all team members to challenge processes
- c) Employ and implement appropriate technologies
- d) Application of “LEAN” principles to business processes

The graphic features the word "LEAN" in large, bold, blue letters with a white outline, set against a background of overlapping blue and white rectangular shapes that resemble a collage or a stack of papers. Below "LEAN" is the word "THINKING" in a smaller, bold, blue font.

- LEAN is about elevating jobs NOT *eliminating* jobs!
- LEAN is a “philosophy” of continuously finding ways to reduce waste by applying certain tools and techniques.
- Make sure all elements of a process are talking and collaborating to ensure no waste, duplication, overlap, etc.
- Put yourself in the place of the product. Are you reaching the ultimate destination with as little frustration as possible?



CONTINUOUS IMPROVEMENT

TEAM INPUT

- Be better today than yesterday
- Avoid “it’s always been done that way”
- Always streamlining and enhancing
- Improving yourself
- Moving forward
- Recognizing the *whole* team



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Deliver with Accuracy, Integrity, and Timeliness

- a) Meet deadlines and due dates
- b) Eliminate errors
- c) Operate with transparency, honesty, and integrity
- d) Provide excellent service to our customers
- e) Maximize efficiency and cost effectiveness



Deliver with Accuracy, Integrity, and Timeliness



RESULTS

TEAM INPUT

- Ensure that it is done right the first time
- Have sufficient resources to do the job
- Training
- Acting professionally
- Holding yourself accountable
- No biased thinking



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Foster a “best-place-to-work” environment



- a) Encourage and facilitate collaboration and innovation among and across teams
- b) Create an environment of inclusivity that values diversity of people and ideas
- c) Identify, develop, and promote high-potential staff from within
- d) Create culture of life-long learning and professional development
- e) Proactively engage in campus activities; students, faculty, staff

Foster a “best-place-to-work” environment



TEAM INPUT

- Professional development
- Work-life balance
- Supportive supervisors and bosses
- Respect for everyone
- Employee appreciation
- Fun work events



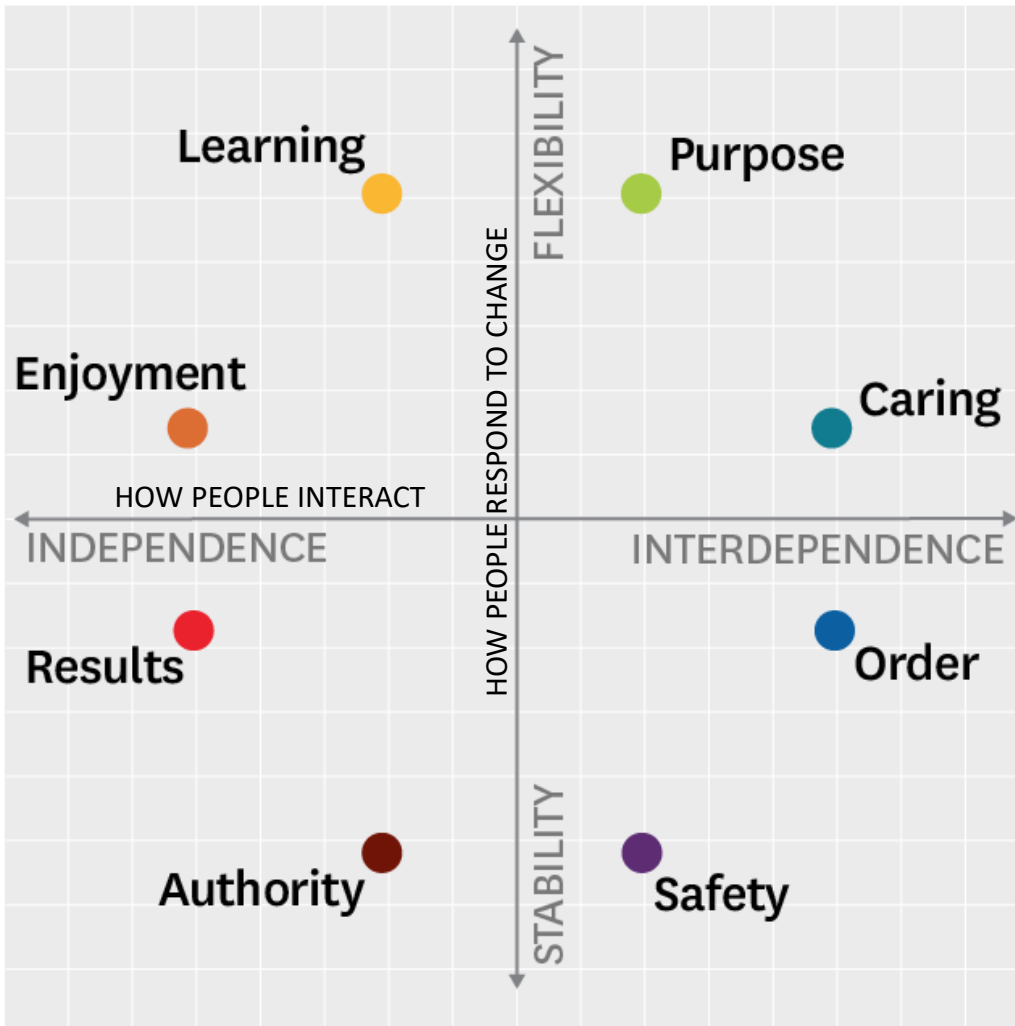
What do we want to be known for?



What do we want to be known for?

TEAM INPUT

- Being a great resource
- Serving with excellence
- Integrity
- Diversity
- Inclusion
- Consistency
- Cutting Edge



Caring: focuses on relationships and mutual trust. Warm, collaborative, and welcoming places where people help and support one another.

Purpose: idealism and altruism. Tolerant, compassionate places where people try to do good for the long-term future of the world.

Learning: exploration, expansiveness, and creativity. Inventive and open-minded places where people spark new ideas and explore alternatives.

Enjoyment: expressed through fun and excitement. Light-hearted places where people tend to do what makes them happy.

Results: achievement and winning. Outcome-oriented and merit-based places where people aspire to achieve top performance.

Authority: strength, decisiveness, and boldness. Competitive places where people strive to gain personal advantage.

Safety: planning, caution, and preparedness. Predictable places where people are risk-conscious and think things through carefully.

Order: focused on respect, structure, and shared norms. Methodical places where people tend to play by the rules and want to fit in.

Where are we now?

Where do we want to be?



**ATTRACTING, RECRUITING, AND RETAINING
THE RIGHT PEOPLE**



RECRUITING BROCHURE



Accounting and Financial Services

EMPLOYMENT OPPORTUNITIES

ABOUT US

The Accounting and Financial Services Group at Texas A&M University is looking for talented and motivated people to join our team and be an integral part of pursuing our Vision:

To be a model in higher education for continuously improving financial and accounting services; delivered with accuracy, integrity, and timeliness; in a team culture that fosters a "best place to work" environment.

The departments within the Accounting and Financial Services group provide a broad array of financial functions and support for the university in addition to continuing to expand shared service offerings to members across the Texas A&M University System. Our efforts also include striving to enhance our service through continuous improvement including the development and implementation of efficiency initiatives, new technology applications, process improvements, and improved communication while building on an environment that values and respects our team members.

OPPORTUNITIES

With the size and breadth of our organization, opportunities at various levels are frequently available. We offer a wide range of opportunities as well as job rotation in order to expand your experience, your skills, and grow your career. We invite you to visit our job postings often and apply to those positions that interest you. We look forward to meeting you!

<https://jobs.tamu.edu/>

Accounting and Financial Services
vpfo.tamu.edu/controller/
Division of Finance and Operations
vpfo.tamu.edu/



FINANCIAL MANAGEMENT OPERATIONS (FMO)

FMO provides many essential accounting services on behalf of the university and other System institutions:

- Accounts payable
- Banking
- eCommerce
- Financial reporting
- Property management
- Financial systems access and security
- Tax reporting and compliance
- Grant and investment accounting
- Reconciliations
- Travel administration
- Vendor administration
- Payment/Travel card program
- Corrections
- Sales and Receivables
- Department budget transfers

STUDENT BUSINESS SERVICES (SBS)

SBS is the central resource for all student financial interactions and obligations:

- Assessment and payment of tuition and fees
- Application of student waivers and exemptions
- Administration of the Texas Guaranteed Tuition Fund
- Offering and processing various student loans
- Performing liquidity management functions; collections, problem resolution
- Application of financial aid
- Processing student refunds
- Production of university ID cards

PAYROLL SERVICES

Payroll manages the critical payroll functions serving all of the employees throughout the university as well as other System institutions:

- Payroll processing
- Check deposit or distribution
- Imaging
- Employment verification
- I-9 processing
- 1099-T processing
- Individual tax compliance and reporting

DEPARTMENTAL ACCOUNTING SERVICES (DAS)

DAS delivers key financial functions to colleges and departments across the university who prefer the benefit of a centralized service:

- Financial Reporting
- Reconciliations
- Transaction Processing
- Infrastructure Invoicing
- Outsource contract monitoring
- Shared Service agreements
- Service Center annual rate study reviews

ABOUT TEXAS A&M UNIVERSITY

Texas A&M University opened its doors in 1876 as the state's first public institution of higher learning. Today, we stand as a research-intensive flagship university dedicated to sending Aggie leaders out into the world prepared to take on the challenges of tomorrow.

Set deep in central Texas, Texas A&M University shares in the rich traditions and history of the region. Bryan-College Station offers modern amenities of a big city with the charm of a small town and easy access to Houston, Dallas, Austin, and San Antonio.

Branch Campuses: Galveston, Texas and Doha, Qatar
College Station Campus: 5,200 acres
Total Enrollment (Fall 2016): 66,426





People don't leave companies,



they leave managers!

5 Levels of Leadership by John C. Maxwell



Level 5
Pinnacle

Respect

People follow you because of who you are and what you represent.

Level 4
People Development

Reproduction

People follow you because of what you have done for them.

Level 3
Production

Results

People follow you because of what you have done for the organization.

Level 2
Permission

Relationships

People follow you because they want to.

Level 1
Position

Rights

People follow you because they have to.



ENHANCING COMMUNICATION





15Five

A lightweight performance management solution

Everything you need to positively impact employee performance.

OKRs

Align everyone around top company priorities each quarter and monitor performance every week.

[Learn more](#)



Weekly Check-ins

Get a pulse of team morale and performance by asking a handful of expertly crafted questions.

[Learn more](#)



1-on-1s

Hold quick and effective one-on-ones and coach employees through their most pressing issues.

[Learn more](#)



High Fives

Increase employee engagement with our fun and simple tool for peer recognition.

[Learn more](#)



Best-Self Reviews

Forward-looking quarterly conversations that focus on employee growth and development.

[Learn more](#)



15

Minutes to write

5

Minutes to read

15Five

The simple feedback system that spawned a management revolution



Employees take **15 minutes** a week to answer questions.

Focus attention on everything from personal productivity to team-wide morale.



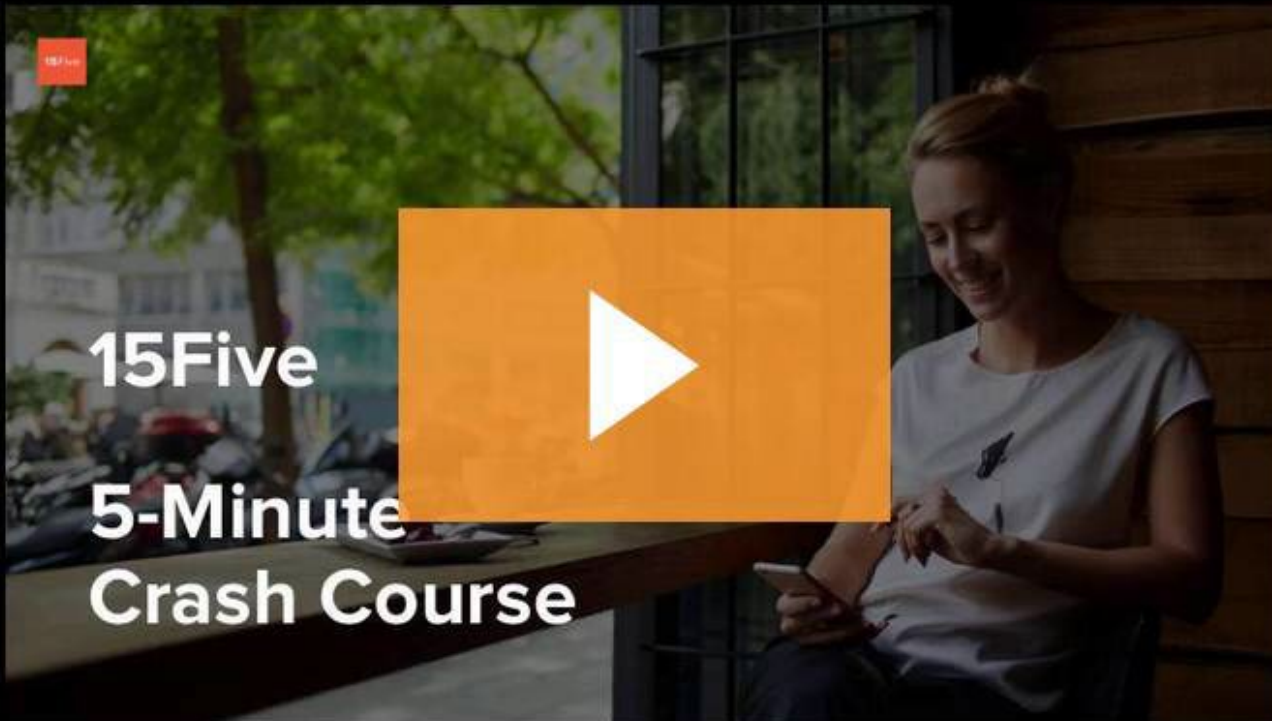
Managers spend **5 minutes** to read and comment on responses.

Engage in meaningful dialogue that quickly transforms into improved business outcomes.



Feedback travels up the ladder through all levels of management.

Take the pulse of your entire company and easily see what's going on, every week.



15Five

**5-Minute
Crash Course**