

DIVISION: Division of the VP Finance and Administration

UNIT: Finance

PLAN ID: 1295

5. Working in Partnership

5.1 Broader implementation of York University's social procurement policy


Action/Strategy:

5.1.1. Hire procurement services professional with experience in the area of social procurement to implement University policy

Measures/Metrics/Milestones:


Job description developed and rated.

Evaluation Status:

 Progressing


5.1.2 Develop procedure to be rolled out to community

Complete recruitment process.

 Progressing

5.1.3 Develop Sustainability procurement strategy and procedure

Social procurement and sustainability procedure approved and rolled out to community.

 Not On Track

6. Living Well Together

6.1 Service Excellence - support and implement service excellence in Finance by actively engaging in the shared services projects/pilots


Action/Strategy:

6.1.1 AVP Fin. & CFO to actively engage as co-sponsor.

Measures/Metrics/Milestones:


Map existing processes.

Evaluation Status:

 Completed

6.1.2 Finance team members to actively engage as member of expert teams (budgeting/reporting, P2P, and expense claims).

Develop implementation plans for accepted recommendations.

 Progressing

6.1.3 Support creation of USC.

Identify transactional services to be shifted to new USC.

 On Track

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6.2 Student Systems Renewal Program (SSRP) - Support the planning and execution of the program across department with VPFA portfolio

Action/Strategy:

Measures/Metrics/Milestones:

Evaluation Status:

6.2.1 AVP Fin. & CFO to actively engage as member of steering committee.

Ensure representation on project team.

Completed

6.2.2 Finance team members to actively engage with project team to ensure financial reporting requirements are met.

Participate in fit gap analysis.

On Track

6.3 Progress Long-term plan for working capital and long-term debt and use to support University priorities and address immediate issue with Line of Credit

Action/Strategy:

Measures/Metrics/Milestones:

Evaluation Status:

6.3.1 Develop policies for working capital, available cash, long term debt, sinking fund, and lease renewals. Policies to be approved by BOG/committees.

Policies to be approved by BOG/committees.

Progressing

6.3.2 Develop recommendation to BOG for increased LOC based on ongoing operational requirements.

LOC increase approved by BOG/committees.

Not On Track

6.4 Sustainability - enhance the governance, processes and visibility of sustainable investing in the pension and endowment plans. Support the University's broad range of sustainability initiatives, e.g. funding deferred maintenance, supporting innovative

Action/Strategy:

Measures/Metrics/Milestones:

Evaluation Status:

6.4.1 Review and update the Sustainable Investing Principle to reflect the belief that consideration of climate change risks on investment decisions is consistent with achieving long-term sustainable returns for the Pension Fund.

Receive approval of updated Investment Principles from the Pension Fund Board of Trustees

Completed

6.4.2 Communicate to investment managers the importance of integrating sustainability factors into portfolio construction and investment decision making (Pension).

Sustainability factors are actually incorporated and reporting from investment managers is received regularly.

Progressing

6.4.3 Support sustainability office by leveraging university systems to collect data.

Update Concur configuration to facilitate tracking of air travel mileage.

Not Evaluated

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6.5 Support development of the Markham Centre Campus


Action/Strategy:

6.5.1 Work with YUDC to ensure approval and payment of construction invoices and approval.

Measures/Metrics/Milestones:

Vendors paid in a timely manner. No instances of non-compliance with prompt payment legislation.

Evaluation Status:

 On Track

6.5.2 Ensure proper staffing in finance to accommodate additional volume.

Analyze requirements for additional staffing. Complete necessary recruitments (if required).

 On Track

6.6 Support University's Indigenous Framework


Action/Strategy:

6.6.1 Consult community members to determine challenges experienced by researchers / Faculties with Finance processes when engaging Indigenous leaders, organizations, etc. Develop clear, simplified processes to facilitate such engagement

Measures/Metrics/Milestones:

1. Establish a working group.
2. Develop a guide for researchers.

Evaluation Status:

 Progressing