



Service Agreement

Office of the
Vice
President for
Finance and
Operations

FY21 through FY25 Budget Information

	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
	VP for Finance & Operations				
Service Unit Allocation for Primary Unit	\$ 2,302,259	\$ 1,888,165	\$ 1,595,706	\$ 1,257,156	\$ 1,362,846

Service Unit	Brief Description of Services	Core	Premium	Recharge	Page #
Office of the Vice President for Finance and Operations	Provides cost effective and high quality administrative, financial and operational services in support of the University of North Dakota and to units within the division of finance and operations including Chester Fritz Auditorium, Equal Opportunity & Title IX, Facilities, Finance, Human Resources, Public Safety and University Policy.	X			3

Name of Service Unit:	Office of the Vice President for Finance and Operations
Contact:	Robert Frasier, Administrative Officer/Executive Assistant
Web address:	http://campus.UND.edu/operations/
Brief Description:	Provides cost effective and high quality administrative, financial and operational services in support of the University of North Dakota and to units within the division of finance and operations including Chester Fritz Auditorium, Equal Opportunity & Title IX, Facilities, Finance, Human Resources, Public Safety, and University Policy.
Customers Eligible to Request Service:	Internal: Faculty, Staff, Students External: Community; Federal, State and Local Government
Core Services Specifics:	<ul style="list-style-type: none"> • Maintain fiscal integrity of institution and provide comprehensive oversight of campus finances and operations. • Oversee 29 units within the division of finance and operations that provide a variety of finance, facility, safety and human resource services to the campus as a whole. • Coordinate university policy development process across all divisions; perform compliance related updates to policy documents. • Provide administrative support to vice president and director of university policy. • Serve as an institutional liaison, representative and resource to North Dakota Legislature and North Dakota University System (NDUS) /State Board of Higher Education (SBHE); participate in legislative and NDUS/SBHE activities. • Oversee implementation of strategic planning objectives across the division of finance and operations. • Serve as an institutional sponsor for the model for incentive-based resource allocation (MIRA). • Participate as a member of the institution’s executive leadership team (collaboration, decision-making, cross-divisional communication, policy). • Serve as delegated institutional signature authority. • Serve as a liaison for University-related entities (e.g., EERC Foundation, UND Alumni Association and Foundation, REA Foundation). • Oversee enterprise-wide risk management activities.
Recharge Services:	N/A
Premium Services:	N/A