

Finance User Group Charter

Purpose: To provide a system-wide forum for users of the Integrated Statewide Record System (ISRS) finance modules and ITS staff to support common business practices and increase customer satisfaction by improving communication, education and continuously improving the design and performance of ISRS products and services.

To advise the Information Technology Management Council (ITMC) and the Vice Chancellor Chief Finance Officer regarding group recommended priorities.

Committee Sponsor: Associate Vice Chancellor, Financial Reporting

Committee Chair: Director of Campus Assistance

Membership:

- 2 Representatives from State Universities with permanent terms - St. Cloud State University and Minnesota State University, Mankato.
- 2 Representatives from State Universities with rotating terms.
- 8 Representatives from Technical Colleges, Community Colleges or Consolidated Colleges with rotating terms.
- Representatives from Office of the Chancellor Finance.
- Representatives from Office of the Chancellor Information Technology Services.
- Representation from each CFO Region

Team Ground Rules: See Ground Rules Document.

Charter Modification: By the Committee Sponsor or with her/his approval.

Finance User Group Responsibilities

- Establish user group ground rules and operating procedures as necessary.
- Charter Sub Groups, Work Groups, and Task Forces.
- Recommend priorities for ISRS finance module enhancements, system performance and resource utilization.
- Define and recommend strategies for developing ISRS campus and Office of the Chancellor Employee skills and knowledge.
- Review and recommend best practices and business rules
- Communicate with other colleges and universities in respective region

Communication:

- Post meeting agendas and minutes on the Finance web site.
- Communicate availability of meeting agenda and minutes via the accounting listserv.