

**Board of Governors - State University System of Florida  
Budget, Finance and Business Operations Committee (BFBOC)**

**Shared Services Task Force**

**BOG Lead: Ann Duncan, Co-Chair  
Additional Members: Rick Walsh, Co-Chair**

**Lead Staff: Tim Jones**

**Overview: At the August, 2008 BOG meeting, Chair McDevitt appointed a Task Force, to include Trustees and members of the BOG, to review best practices on shared services that universities could implement. Mr. Rick Walsh, Chair of the UCF Board and Governor Ann Duncan will chair this effort. This Task Force will report on its efforts to the Budget, Finance and Business Operations Committee.**

**Goals and Deliverables:**

- 1. Review potential shared services initiatives.**
- 2. Determine if any shared services initiatives can be implemented with the system.**
- 3. Universities implement shared service initiative and report back to the BOG.**

**Shared Services**

Actions/Deliverables	Lead Person(s) Responsible	Start Date		End Date		Comments
		Planned	Actual	Planned	Actual	
Initial conference call with Rick Walsh, Ann Duncan, and Tim Jones.	Ann Duncan, Rick Walsh		9/19/08		9/19/08	It was decided that a small work group of university staff be convened. This work group will consist of Bill Merck (UCF), Vivian Sanchez (FIU), Joe Glover (UF), and Linda Bachelor (FGCU).
Meeting of university work group to review potential shared services.	Ann Duncan, Rick Walsh	9/29/08		11/20/08		
Industry expert review, if needed.	Ann Duncan, Rick Walsh	11/20/08		1/31/09		
Complete shared services review.	Ann Duncan, Rick Walsh			1/31/09		
Present report to BFBOC.	Ann Duncan, Rick Walsh	2/26/09		2/26/09		

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