Financial Management Group (FMG)
Goals – Role - Purpose

Vision Statement
Leeward Community College is a learning-centered institution committed to student achievement.

Mission Statement
At Leeward Community College, we work together to nurture and inspire all students. We help them attain their goals through high-quality liberal arts and career and technical education. We foster students to become responsible global citizens locally, nationally, and internationally. We advance the educational goals of all students with a special commitment to Native Hawaiians.

One of the primary ways that the Financial Management Group (FMG) can support the College’s Vision and Mission is through quality and timely delivery of services and through responsible fiscal management of the institution’s financial resources. Fiscal responsibility in a higher education setting emphasizes accountability and stewardship rather than profits in order to sustain its operations. Internal control mechanisms ensure that financial resources are managed appropriately.

Financial Management Group Goal:
- To safeguard, manage and properly account for all financial resources received and used by any unit, department, or division and ensuring that these funds are effectively utilized to support the instructional and support functions of the institution in accordance with applicable laws, statutes, regulations, policies, and procedures.

Financial Management Group Role and Purpose:
- A collaborative body assembled to share, discuss, and review information, processes, and procedures related to matters involving the budget, financial management, and business-related functions of the College. The result of this organizational framework will be to have more informed financial and business-related management practices, stronger internal controls, and increased access and reliability of financial information to assist in decision-making and the protection of financial assets.

Financial Management Group Membership:
- Includes all faculty, staff, and administrators who have budget, fiscal, and/or business-related duties and responsibilities at the unit, department, or division level.
Financial Management Group Meetings:
- Meetings will be held on a quarterly basis on the 3rd Wednesday of the month following the end of the quarter (January, April, July, October) from 10:30 a.m. – 12:00 p.m. in GT 105.

Financial Management Group Facilitators:
- Vice Chancellor of Administrative Services
- Business Office Fiscal Administrator

Role of the Financial Management Group Facilitators:
- To prepare agendas for the meetings in consultation with the membership and to facilitate discussions. Members may place items on the agenda by request to the Facilitators. Guest speakers and subject matter area experts may be invited to meetings.
- Facilitators will recommend agenda items, provide reports and materials to the membership as necessary, and be responsible for preparing meeting notes.

Related Policies:
- Hawaii Revised Statues (HRS) Administrative Rules, Title 20 – University of Hawaii
- UH Board of Regents Policies, Chapter 8, Business and Finance
- UH Executive Policies, Chapter 8, Business and Finance
- UH Administrative Procedures, Chapter 8, Business and Finance
- UHCC Policies, Chapter 8, Business and Finance