Fiscal Policy Task Force

Minutes 1-09-14

1. Members present - 9. Members identified themselves. Missy Kitts for Tim Fawver, Ag ; Jonee Lindstrom, Knoxville; Doug Hawks, Audit; Vanasia Parks, Chattanooga; Gail White, IPS;; Pam Vaughn and Melanie Burleson, UTHSC; and Ron Maples and Mark Paganelli UWA. The UTC, UTM, HSC members joined by telephone. Laura Foltz, Martin was absent.
2. Ron asked for any revisions, additions or deletions to the minutes of the last meeting. There were none.
3. Review of current policy process –No suggestions for improvement were offered at this time, but we did not close this subject. Ron stated that the review by ACS was on going. Also, the IRIS team is working on a way to display the announcement of fiscal policies on the same web page where employees go see their pay stubs.
4. Policies in the pipeline –

Policies in the pipeline for our committee

Gift cards – Doug had provided two drafts of this policy; one with all suggestions and one clean copy with discussion items and bullets for other questions. We discussed the policy for several minutes and decided we needed a fresh copy and time to read it more closely. Doug will provide a new version.

  Concessions and solicitations policy – We decided that this policy was really about vending and that we should change the name. We also thought the policy needed some mention of our obligation to use blind vendors. Everyone agreed with the other changes. Ron will send a new version to the committee.

 5. Policies in the pipeline for CBOs – and due dates for comments

    Student payments policy

  AP Policy

    Student fee approval policy – Nov 18

Moving allowance- Jan 17

 Surplus property policy – Jan 24

AP Vendor policy – Jan 24

Credit card processing policy – Jan 31

Independent contractor policy – Jan 31

6. Policies Issued since last meeting

  None

1. Thoughts on quick wins

1. Campus feedback

 Tim’s 50 mile hotel rule suggestion – The committee decided not to pursue this and if it is an issue for Ag, they can establish a procedure.

Lotteries, Drawings, Raffles and Auctions – Jonee – We deferred this item to a future meeting.

1. Feedback from CBO’s

None

1. Other ideas

Budget policy – With Ron Loewen

1. Campus feedback and other ideas for making policy better.

Gail thought she could remember some inconsistencies between the sponsored policy cost transfer policy and the regular internal transfer policy. We need to be on the lookout for inconsistencies in policy and remove them if possible.

1. The next meeting will be February 13, 2014 at 2:00 PM.