Fiscal Policy Task Force

Minutes 2-12-15

1. Members present - Missy Kitts, Tim Fawver, Ag ; Jonee Lindstrom, Knoxville; James Hodge, Audit; Vanasia Parks, Chattanooga; Gail White, IPS;; Melanie Burleson and Stephanie Mitchell, UTHSC; Mark Paganelli UWA; Laura Foltz, UTM. The UTC, UTM, HSC members joined by telephone. Ron Maples was absent.
2. The minutes from the last meeting were approved with no changes.
3. Policy Software – Melanie provided an update on the RFP for policy administration software. She said that they are in the process of setting up presentations from the vendors and they hoped to finalize this in a few months. She thought that campuses as well as the system office would be able to use this software. She said that it would send reminders for the policy to be periodically review. Gail mention that the HROs were also looking at software and that someone should make them aware of this RFP.
4. Policies in the pipeline –

Policies in the pipeline for our committee

 AP Policy – On hold and waiting the new IRIS transaction and bid limits.

Lotteries, drawings, raffles, and auctions –Legal

Whistleblower – legal

Budget Policy – responses have been sent to Ron

Membership and subscription – discussed and concluded that the G/L definition needed to be changed, since policy allows departments to purchase these. Most campuses allow departments to procure these. UTC requires CBO approval and Ag requires them to be charged to an R-account.

Equipment changes – comments due on February 13

P-card changes – comments due on February 13

Tax Exempt financing – Just sent to the committee

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

Student fee approval policy – To be presented to the Board for approval.

Contract Policy – January 30th

Sponsored Projects – January 16th waiting on salary policy

Payroll policy – Being updated and will be issued soon

Cost sharing – Feb 13

Sponsored Projects Salary – February 13

6. Policies Issued since last meeting

  Direct charging

 Sub Recipient monitoring

 Effort Certification

1. Jonee asked if anyone had policies on crowd funding, which is raising money using various websites. No one has any policies on this.
2. Gail asked if anyone had any polices on reviewing a receivable proposal before it was submitted to a potential sponsor. Everyone indicated that the contract review process is the control in place for these. No one had procedures requiring these to be reviewed centrally before they were submitted to a sponsor.
3. Thoughts on quick wins – Nothing was mentioned
4. The next meeting will be March 12, at 2:00 PM.