

USF Health Morsani College of Medicine

Financial Oversight Committee

Date: January 17, 2017 **Time:** 12:30 PM – 2:00 PM | **Meeting location:** CMS 3007

ATTENDEES

Voting Members:

FC	Javier Cuevas (committee chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FC	Shyam Mohapatra, Basic Science	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FC	Jacqueline Young, Clinical	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FC	Lisa Gamell, Clinical	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EO	Srinivas Bharadwaj, FC President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	David Kang	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	Michael Berlowitz	<input type="checkbox"/>	<input type="checkbox"/>
D	Catherine Lynch	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	Kyle Watterson, DPT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	Glenn Currier, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	Jerome Yankowitz, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D	Sarah Yuan, Chair	<input type="checkbox"/>	<input type="checkbox"/>
D	Valerie Parisi, Administration	<input type="checkbox"/>	<input type="checkbox"/>
D	Leigh Ann Drexler, Administration	<input type="checkbox"/>	<input type="checkbox"/>
D	Joann Strobbe, Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Non-Voting Members:

Michael Barber, Grad Ed	<input type="checkbox"/>
Bryan Bognar, Educational Affairs	<input type="checkbox"/>
Ly Nguyen, Faculty Affairs	<input checked="" type="checkbox"/>
Kim Harris, Business	<input checked="" type="checkbox"/>
Steve Liggett, Research	<input type="checkbox"/>
Rich Sobieray, Health Care	<input checked="" type="checkbox"/>
Yashwant Pathak, PharmD	<input checked="" type="checkbox"/>
Robert Barraco, Lehigh Valley	<input checked="" type="checkbox"/>
Michael Rossi, Lehigh Valley	<input type="checkbox"/>
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	<input type="checkbox"/>
	<input type="checkbox"/>
Kyra Snyder, Admin Assistant	<input checked="" type="checkbox"/>

Guest: Michelle Cummings

AGENDA TOPICS

1. | Welcome, Review and Approve Minutes

December minutes were approved.

| **Presenter:** Javier Cuevas

2. | Guest Speaker

Michelle Cummings, Sr. Director & Controller, USF Foundation, Inc.

See PowerPoint Presentation & MOU with Sponsored Research (sent to committee via email).

- The current check request system requires all paper submissions. They are working with IT to eventually move to a more automated workflow system, possibly Appian, similar to what USF Travel is using.
- Note that the USF Foundation Office offers trainings twice a year for anyone who wants to learn more about Foundation accounts. New Department Administrators can meet 1:1 with Michelle for training, but the departments need to contact her – she does not get notifications that there is a new administrator in place.
- At MCOM, all Foundation requests go through Danny Woolbright at the Business Office for review, then Joann Strobbe approves them before they go to the Foundation.

3. | USF Health Endowments

| *Presenter:* Joann Strobbe

- See list of all USF Health Endowments that was emailed to the committee.
- All endowments are reviewed at the annual budget reviews. Additionally, Endowed Chair accounts have to complete a formal budget which is reviewed and approved each fiscal year.
- Departments need to know what the purpose of each Foundation account is, and make sure that they are using the funds for the stated purpose. Sometimes accounts can be combined or re-purposed, but the process for this depends on how specific the purpose is defined, and the status of the donors.
- Endowed Chairs are reviewed by Faculty Affairs - several are evaluated by a committee each year.
- Joann will provide details on the vacant Endowed Chairs at the next meeting.

Meeting adjourned: 2:05 pm

Next Meeting: February 21, 2017 12:30pm – 2:00pm in CMS 3007