Associate Vice President &
Associate Dean
Business Affairs and Technology
Health Sciences Center and College of Medicine
University of South Florida

Joann M. Strobbe
IMPACT

With internal and external pressures, the demand for higher education, in particularly in the Health Sciences Center, to maximize financial, human, technology, and space resources has never been greater.
Overall Organizational Chart

Stephen K. Klasko, MD
Vice President
Health Sciences &
Dean, College of Medicine
Past VP, Robert Belsole MD

Joann Strobbe
Assoc. VP & Dean of
Business Affairs & Tech.

Denise Fluellen
Assistant to Associate Vice President

Nancy Bazer
Support to Assistant

Jean Nixon
Director of Fin. Svc.

Karen Burbash
Asst. Dean for
Clinical Finance

Michael Hudson
Asst. VP for IS
Chief Info Officer
Security Officer

Leigh Ann Drexler
HSC Budget Director

Kimberly Thomas
Director
Asset Management Investment
Systems
Business Affairs: Financial Services

- The Business Office staff successfully trained Health Sciences Center faculty & staff in the FAST! financial system and continue to serve as resource for follow-up training and problem resolutions.
- Track salary & non-salary budgets by department and unit for the College of Medicine, while projecting E&G commitments to cover assessments & reserves.
- Responsible for the residency financial operations, including tracking funded resident slots, contracting, invoicing and collections.
- The HSC Business Office administers the financial component of the clinical trials between the USF Research Foundation and the University Medical Service
Business Affairs: Financial Services (cont’d)

- Serve as liaison between HSC and the University’s Division of Research Grants & Audits & Compliance Office to assure compliance with federal & state rules and regulations.
- Provide training programs for HSC faculty & staff in effort reporting for both federal & state requirements; A-21 regulations; research incentive program rules; and internal control systems.
- Develop rules to track & extract financial information from various entities (E&G, Contracts & Grants, Research Foundation, USF Foundation, UMSA) to track & consolidate all sources of revenue & expenditures for College of Medicine to complete LCME AFQ & All Source Budgets.
- Currently working on the successful implementation of a centralized accounting model for the College of Medicine.
Long-Term Goal

The Director of the Business Office visualizes that within 5 years, the Business Office staff will have successfully implemented a state-of-the-art centralized financial model of accounting for the College of Medicine & VP areas that will provide accurate and timely reporting to all interested parties as well as ensure compliance to various federal and state agencies. This centralized accounting model will handle all purchases, payments, posting, reconciliation & reporting for E&G budget, contracts & grants, auxiliaries, agency-funded accounts and USF Foundation, and will extract financial data from the UMSA financial system to provide consolidated reports of financial operators.
Clinical Finance

- Provide analytical support for a variety of projects for the College of Medicine Dean’s Office & Financial Team
- Develop comparative analysis templates to assist the management review prior budget to actual/proposed budget information.
- Develop comparative analysis templates to assist the departmental administrators prepare monthly budget.
- Investigate potential problem areas and report to management prior to the monthly Finance Committee Meetings.
Clinical Finance (cont’d)

- Provide fiscal mentoring and oversight to departments with financial issues.
- Key component in Faculty Funding Plan approval process by verifying fiscal feasibility and compliance with Clinical Faculty Compensation Plan
- Spearhead the “All Source” project to develop a data warehouse and all source reporting mechanism for the clinical department finances, faculty compensation, and faculty P/Ls.
Clinical Finance

Long-Term Goal

The Assistant Dean for Clinical Finance will continue to contribute to the fiscal viability and success of the University of South Florida College of Medicine and the USFPG Practice Plan by promoting sound business practices, developing detailed fiscal review processes, developing educational materials/process guidelines for new administrators, and acting as liaison between clinical departments and COM administration.
Assistant Vice President for Information Services
Michael Hudson

- Deborah Nava
  Administrative Asst.
- Support Service
- Network Services
- Application Development
- Training
- Telemedicine
About Information Services

Health Sciences Center Information Services (HSC IS) provides computing services to three colleges and associate infrastructure that comprise the HSC. This includes over 5,000 faculty, staff, residents, and students located on the Tampa Campus and at over 28 locations throughout the Tampa Bay area. The colleges of Public Health, Nursing, and Medicine, as well as Physical Therapy and a number of cross-disciplinary centers are within HSC IS’ areas of responsibility.

As an integral part of the Health Sciences Center, Information Services plays a major role in providing and safeguarding the technology infrastructure and resources. Its responsibility is to provide the necessary systems and services to meet the collaborative nature of a major academic and research center, while at the same time providing the necessary compliance and security features that are critical.

Information on contacts and services can be found at: http://www.hsc.usf.edu/is
IS Mission Statement

It is our mission to provide timely quality service to the faculty, staff and students within the Health Sciences Center, by prudent utilization of available resources, for the purpose of: Providing reliable access while protecting the security and integrity of our networks, applications and data; Prudently pursuing new technologies and goals to achieve academic and research excellence; Practicing continuous improvement in the services and technology offered; and Remaining responsive to the evolving needs of the HSC community.
IS Areas of Specialized Services

1) Network Services

The Network Services group has overall responsibility for the management of the HSC network infrastructure. This includes responsibility for the major computer servers and systems, including HSC network accounts, email & calendars services, firewall & network security, wiring and communications equipment, wireless services, etc.

Network Services also provides and maintains connectivity to the rest of USF, USFPG, affiliate teaching & clinical partners and other remote sites.
2) **Education & Training**

The IS Education and Training group has the mission of helping HSC keep pace by offering an array of training opportunities for supported software and service products.

Training is offered in three modes:

- Hands-on classes in a computer lab
- Group training at the customer site
- One-on-one training

Classes are offered at various levels and on a variety subject areas critical to HSC.
3) Desktop Support

The Desktop Support is the most visible group within HSC IS, as it is the group that most users utilize on a regular basis.

Services are offered in four different venues:

- Support Desk Staff are available through telephone support by calling 974-6288
- Service Request can be placed through the HSC IS Web site
- Walk-up Window is available for those times when you need to bring a machine in or simply stop by to inquire about services
- Hand-on onsite service is provided by technicians who are specially trained to understand and resolve workstation issues

The support group maintains the HSC multimedia and training labs.
4) Teleconferencing

The Teleconferencing group provides support for Teleconferencing events to remote locations. This includes TeleHealth, academic video streaming, and business conferences.

This group also provides assistance to record, setup and delivery of computer based video streaming presentations to meet the needs of HSC faculty and staff.
5) Application Development

The Application Development group develops and maintains computer applications for the HSC community in support of its business, academic and research mission. This also includes the HSC Web sites and support for web page development.

Consulting on any application needs or support issues is provided along with development, housing and maintenance services. Being familiar with other University systems and initiatives, support is provided to both utilize and interface with existing systems and processes where necessary.

World Wide Web page design and development are fully supported for those that wish to have it done or for those that wish to create their own sites.
HSC Budget

Serves as key HSC budget liaison for:

- Operating Budget
- Cash Management Reports
- Coordinate & Submit Information to Legislative Budget Request Process
- Monitor HSC Enrollment & Tuition Collections and Auxiliary Activity
- Maintain Budget Data Integrity; and Rate Balances for Colleges and Departments
HSC Budget (cont’d)

Top Priorities for 2005/06:

- Implement the new budget system – BART – go live date is January 2006
- Train budget personnel to develop the 2006/07 budget using BART
- Assist with the business development of the Healthcare and Education Center
Director, Asset Investment Management System
Kimberly Thomas

Kimberly Thomas
AIMS, Director

Coordinator, Computer Application

Program Assistant

Data Warehouse
Financial & Resource Reporting
Financial & Resource Analysis
Asset Investment Management System

- Asset Investment Management System provides the College of Medicine with powerful tool for achieving the college’s core values and missions.

- Asset Investment Management System is directly aimed at enhancing mission effectiveness via reporting tools that measure productivity and provide integrated financial tracking on a mission–specific basis.

- Equipped with these tools as the basis for strategic decision making, leadership can reward mission-critical contributions and redirect resources to fund mission priorities.
Asset Investment Management System

Under development
Asset Investment Management System

Financial Reporting: (under development)

- Standard Budget Template
- Mission-Based Management Budgets by Mission
- Budget Variance Reports
- Financial Statement by Mission
- Consolidated COM Budget Report