

**Meeting of the Fiscal Advisory Committee  
FY'09**

**Departmental Budget Reviews**

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**Meeting of the Fiscal Advisory Committee  
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Departmental Budget Reviews**

<b>Surgery Budget Review Wednesday, February 13, 2008 at 1:00 pm</b>		
<b>Members Present:</b>	Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox	
<b>Staff Present:</b>	Ms. Sandra Watson, Ms. Sylvell Mansfield, Ms. Lois Wiggins	
<b>Members Absent:</b>	Ms. Denise Britt	
Discussion Points	Recommendations	Follow-up Items
<p>Dr. Lynn Weaver and Ms. Beverly Owens presented the Surgery budget.</p> <ul style="list-style-type: none"> <li>• Request use of one time salary savings to support start up costs for Dr. Rosser (\$150,000) Approximately \$244,000 is available from vacancies and not anticipating filling vacancies soon.</li> <li>• Request return of faculty release dollars to support Dr. Okoli's salary (\$44,169)</li> <li>• Request salary support Dr. Babolola's promotion (\$30,000)</li> <li>• Request support for market adjustments for staff</li> <li>• Concern was expressed that data could not be entered into the forms and there was not sufficient time to prepare the documents.</li> <li>• Concern was expressed about use of part time faculty at Grady</li> <li>• Concern was expressed about the need for salary support for market adjustments</li> <li>• It was noted that the vacancy report has a high degree of error and is in disagreement with Form A.</li> <li>• Clinical departments do not always have the latest software and sometimes cannot access Microsoft 2007 documents.</li> </ul>	<ul style="list-style-type: none"> <li>• Use one time salary savings to support Rosser start up as long as no Grady funds are required</li> <li>• Provide salary support as a mandatory adjustment</li> <li>• Support for promotions will be in the Dean's Office</li> <li>• In FY08, \$32,000 was provided in an unsuccessful attempt to retain Dr. Dent and in shifting Dr. Wilson to another position. These funds should be returned to the dean for reallocation to other priorities since they were needed for the intended purpose.</li> <li>• Dr. Bumpers recently received salary support from two new awards that will provide release time for him and Mr. Herrington. The institution has been carrying their salaries while Dr. Bumpers applied for the funds, so these dollars should be returned to the dean for reallocation to other priorities.</li> <li>• DITS should upgrade the entire institution to Microsoft 2007.</li> </ul>	<p>There is a need to define different type of gaps in salary: Research bridge Start up bridge (unfunded research) Use of vacancies to bridge other salaries</p> <ul style="list-style-type: none"> <li>• Develop a system to track position allocations so release dollars can be returned without hassle and develop a policy that defines mandatory adjustments for return of release dollars</li> <li>• Develop a policy that outlines use of vacancies to support one time initiatives ver</li> </ul>

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<b>Pharmacology Budget Review Wednesday, February 13, 2008 at 2:00 pm</b>		
<p><b>Members Present:</b> Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox</p> <p><b>Staff Present:</b> Ms. Sandra Watson, Ms. Sylvell Mansfield, Ms. Lois Wiggins</p> <p><b>Members Absent:</b> Ms. Denise Britt</p>		
<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>
<p>Dr. Mohammad Bayorh and Ms. Zena Young presented the Pharmacology budget.</p> <ul style="list-style-type: none"> <li>• Salary increases to bring faculty to 25<sup>th</sup> percentile (\$120,000)</li> <li>• Salary support for Dr. Hipps (\$30,000)</li> <li>• Salary support for Aiesha and technician (\$64,000)</li> <li>• Sustain faculty while seeking funds (\$120,000)</li> <li>• New copier (\$4,000)</li> <li>• Two computers (\$4,000)</li> <li>• Research supplies(\$15,000)</li> <li>• Salary Support for Dr. Carnes (\$39,077)</li> <li>• Salary Support for Dr. Randall (\$38,500)</li> <li>• Salary support for Dr. Eatman (\$42,423)</li> <li>• Salary support for Ms. Silvestrov (\$30,000)</li> </ul> <p>It was noted that special funds are being used to support a salary and therefore, not available</p>	<ul style="list-style-type: none"> <li>• Refer salaries to the dean</li> <li>• Refer Dr. Hipps to RAC</li> <li>• Refer Aiesha and tech to RAC</li> <li>• Reprogram faculty</li> <li>• MSM needs a copier program</li> <li>• Add to FY08 one time capital list</li> <li>• Use special fund to provide research supplies</li> <li>• Refer salary questions to the dean</li> </ul>	<ul style="list-style-type: none"> <li>• Add 2 computers to one time less than \$50K capital list</li> </ul>

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**Psychiatry Budget Review Wednesday, February 13, 2008 at 3:00 pm**

**Members Present:**

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<b>CH/PM Budget Review Monday, February 18, 2008 at 9:00 am</b>		
<b>Members Present:</b>	Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt	
<b>Staff Present:</b>	Ms. Sylvell Mansfield, Ms. Sandra Watson	
<b>Members Absent:</b>		
<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>

Dr. Daniel Blumenthal and Ms. Naeema Gilyard presented the CH/PM budget.

- Number of students increase each year, but teaching resources remain the same.
- Residency program almost 100% externally funded
- Grady Neighborhood health Centers cannot be self su

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**Medical Education Budget Review Monday, February 18, 2008 at 10:00 am**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. DedC /To8ured B-17r

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Dr. Martha Elks and Ms. Melvina Fryar presented the Medical Education budget.

- Medical Education is both an Office and a Department.
- Dr. Marlene MacLeish was moved 100% time to Med Ed when Dr. W. Sullivan retired. Previously, she was 30% on institutional funds; she has an award for 50%, but is in need of 20% FTE. Requesting bridge support for her and her administrative assistant
- Copier was requested for FY08, but not provided. Now in dire need for education.
- OSCE program needs support for standardized patients due to class expansion and including residents
- Request non-personnel support for Dr. Klement and Dr. MacLeish

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<b>Pediatrics Budget Review Monday, February 18, 2008 at 11:00 am</b>		
<p><b>Members Present:</b> Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt</p> <p><b>Staff Present:</b> Ms. Sylvell Mansfield, Ms. Sandra Watson</p> <p><b>Members Absent:</b></p>		
<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>
<p>Dr. Frances Dunston and Ms. Hattie Portis-Jones presented the Pediatric budget.</p> <ul style="list-style-type: none"> <li>• Residency program will undergo accreditation review in FY09. Requesting external reviewer</li> <li>• Department has a funding gap related to GME 60/40 rule: hospital can only reimburse for some of the time supervision and teaching residents (not 100%)</li> <li>• Clinical revenue no longer generating essential operating funds</li> <li>• Need to replace clinical teaching faculty to support good performance on certifying and shelf exams.</li> <li>• Request to increase part time faculty to full time</li> <li>• Request increase in residency director supplement</li> <li>• Request salary adjustment for all faculty below</li> <li>• 25<sup>th</sup> percentile</li> <li>• Request institutional bridge for Dr. Gee</li> <li>• Request institutional bridge for Dr. Immergluck</li> <li>• Process allows opportunity to present to a broad spectrum; would like to know overall outcome – full disclosure</li> </ul>	<ul style="list-style-type: none"> <li>• GMEC should review usage of external reviewers for individual programs and provide guidelines</li> <li>• Need to update GME residency templates</li> <li>• Need review of CHOA funding</li> <li>• Grady funding is correct; may need to re-deploy faculty</li> <li>• Salary supplements requires institutional overhaul based on number of residents</li> </ul>	<ul style="list-style-type: none"> <li>• David Byrd to provide actual endowment figure</li> </ul>



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**Family Medicine Budget Review Monday, February 18, 2008 at 1:00 pm**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt

**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra Watson

**Members Absent:**



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**Anatomy/Neuro. Budget Review Monday, February 18, 2008 at 3:00 pm**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt

**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra

**Members Absent:** Dr. Gary Gibbons

Discussion Points	Recommendations	Follow-up Items
<p>Dr. Peter MacLeish and Ms. Belinda Farmer presented the Anatomy budget request.</p> <ul style="list-style-type: none"> <li>• Department provides two 1<sup>st</sup> year courses, each of which also have a laboratory.</li> <li>• All bridges from FY08 were successful and returned</li> <li>• Requesting new positions due to class size expansion and aging of the faculty</li> <li>• Human Morphology course requires investment to bank images. This is also requested in FY08 capital budget DITS project.</li> </ul> <p>Regarding Neurosciences, 8 Anatomy faculty participate in the Institute.</p> <ul style="list-style-type: none"> <li>• NIH experienced a 20% cut in funding (\$200,000 direct cost to the Institute)</li> <li>• Raises for research associates are provided by grants; need clarity on if/when they will receive raises.</li> </ul>	<ul style="list-style-type: none"> <li>• Raises for research associates should occur with the anniversary of the funding source; if there are several sources, it should be July 1<sup>st</sup> of each year.</li> <li>• An annual evaluation must be completed for each person</li> </ul>	<ul style="list-style-type: none"> <li>• David Byrd to clarify what is requested from Budget Committee versus departmental funds</li> </ul>

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<b>Office of Sponsored Research Administration Budget Review Monday, February 18, 2008 at 12:00 pm</b>		
<p><b>Members Present:</b> Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt</p> <p><b>Staff Present:</b> Ms. Sylvell Mansfield, Ms. Sandra</p> <p><b>Members Absent:</b></p>		
<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>
<p>Dr. Sandra Harris-Hooker and Ms. Suzanne Alexander presented the Office of Sponsored Research Administration budget.</p> <ul style="list-style-type: none"> <li>• Difficulty in using pre-populated profile because so many core shared use activities are housed in OSRA.</li> <li>• Vacancy report not accurate – student data; date sensitive</li> <li>• Broad overview of research endowment: complete corpus of endowed chairs; educational programs; research capacity building; infrastructure</li> <li>• Animal Center needs another technician to ensure separation of clean area from dirty; based on volume.</li> <li>• CLAR salary adjustment issues need to be addressed</li> </ul>	<ul style="list-style-type: none"> <li>• Integrate database system should allow access to entire budget responsibility (fiscal year and grant year)</li> </ul>	<ul style="list-style-type: none"> <li>• Ms. Watson will provide Dr. Harris-Hooker with the running list of bridge requests.</li> <li>• Dr. Harris-Hooker will send an announcement to chairs regarding availability of research bridge funding</li> </ul>

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**MBI Budget Review**

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<b>Student Affairs Budget Review Tuesday, February 19, 2008 at 12:00 am</b>		
<p><b>Members Present:</b> Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt</p> <p><b>Staff Present:</b> Ms. Sylvell Mansfield, Ms. Sandra Watson</p> <p><b>Members Absent:</b></p>		
<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>
<p>Dr. Ngozi Anachebe and Ms. Carma Adams presented the Student Affairs budget request.</p> <ul style="list-style-type: none"> <li>• Despite having lost a number of key people, still functioning well</li> <li>• HCOP may not be funded: pays for Pipeline programs</li> <li>• Community Outreach director (new) to coordinate activities at AUC schools; other potential sources</li> <li>• Recent Registrar Office review indicated need to reorganize Registrar function: requesting administrative assistant to support ERAS, registrar upgrade</li> </ul>	<ul style="list-style-type: none"> <li>• Human Resources to review restructured plan and revised job descriptions</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

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<b>NCPC Budget Review Tuesday, February 19, 2008 at 11:00 am</b>		
<b>Members Present:</b> Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt		
<b>Staff Present:</b> Ms. Sylvell Mansfield, Ms. Sandra Watson		
<b>Members Absent:</b>		
<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>

Dr. George Rust and Ms. Ebony Murray presented the NCPC



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**NCPC Budget Review Tuesday, February 19, 2008 at 11:00 am**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Lawrence Sanders, Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt

**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra Watson

**Members Absent:**

Discussion Points	Recommendations	Follow-up Items
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**OIA Budget Review Tuesday, February 19, 2008 at 2:00 pm**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt

**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra Watson

**Members Absent:** Dr. Lawrence Sanders

**Discussion Points**

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**Pathology Budget Review Tuesday, February 19, 2008 at 3:00 pm**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt  
**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra Watson  
**Members Absent:** Dr. Lawrence Sanders

<b>Discussion Points</b>	<b>Recommendations</b>	<b>Follow-up Items</b>
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**Ph.D Program Budget Review Wednesday, February 20, 2008 at 1:00 pm**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gail Mattox (Chair), Gary Gibbons, Mr. David Byrd, Ms. Andrea Fox, Ms. Denise Britt, Dr. Lawrence Sanders  
**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra Watson

**Members Absent:**

Discussion Points	Recommendations	Follow-up Items
<p>Dr. Douglass Paulsen and Ms. Yvonne Powers presented the Ph.D. budget proposal.</p> <ul style="list-style-type: none"> <li>• The program has the highest number of students since its inception and the best applicant pool for the incoming class.</li> <li>• MBRS Rise, which supported 9 slots, ended in FY08; Dr. Harris-Hooker arranged a no cost extension, but there is a need for \$73K to finish out the year</li> <li>• Other support was lost due to federal program cutbacks, including 4 slots on the Cancer P-60.</li> <li>• There are limited funding opportunities with other faculty, but not in areas where students have an interest</li> <li>• Cannot bring in the new class without funding</li> <li>• Would like to increase the stipend rate 10% to be more competitive</li> <li>• Would like to start a Masters program and use tuition recovery to help fund the Ph.D. program</li> </ul>	<ul style="list-style-type: none"> <li>• Change strategy so students must select interest from funded areas</li> <li>• Develop incentives to encourage faculty who have eligible resources to take students.</li> </ul>	<ul style="list-style-type: none"> <li>• Determine decision point about starting tuition recovery with a new Masters program</li> </ul>









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**Medicine Budget Review Friday, February 22, 2008 at 10:00 am**

**Members Present:** Drs. Myrtle Thierry-Palmer, Gary Gibbons, Lawrence Sanders, Mr. David Byrd (chair), Ms. Andrea Fox, Ms. Denise Britt

**Staff Present:** Ms. Sylvell Mansfield, Ms. Sandra Watson

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leadership

- Turnover challenges

Public Safety: