Celebration of Public Service Career

Many university and community people gathered in December to celebrate the career achievements of Greta Russell, University Controller. She is leaving the position of University Controller that she has held since 1995. All of the speakers spoke eloquently about her many accomplishments and impressive problem-solving skills. One of the first solutions that Greta brought to the university was the development of cash procedures. Next, she established a Tax Department to resolve IRS tax problems. She assumed responsibility for Inventory Control and created the Asset Management Department. She took on an issue with the disposal of end-of-life equipment and brought about a profitable Surplus Department.

Many of you will recall that Greta was the sponsor of the implementation of the new Financials system for the Accounts Payable and General Ledger modules from PeopleSoft. Greta also leveraged the Financial Train-
Continued on Page 4.

eTimekeeping and eLeave

You may have heard that on December 1, Business and Finance began using the new eLeave tool for all monthly paid staff. Did you know the eTimekeeping and eLeave tool is a Business and Finance initiative sponsored by Payroll Services in the Office of the Controller? This university-wide timekeeping solution contributes to the university goal of streamlining and simplification of processes. Before this implementation, the majority of the university employees were still using paper timesheets and leave forms that were manually entered into the HR system. These new tools provide a more cost effective, efficient and compliant solution for the university community.

“These tools are a great step in streamlining certain payroll processes while maintaining appropriate internal controls. Information will now be kept electronically which is a win for everyone,” said Kevin Patton, Director of Internal Audit.
Happy New Year!

I hope each of you were able to spend some quality time with family and friends over the holidays. I am looking forward to making great strides in 2012. To kick us off, we have a Business and Finance Town Hall scheduled for January 19. The Town Hall is intended to be another vehicle to communicate our collective goals and vision for the future of Business and Finance and to answer questions you may have relative to the many activities currently underway across this great university. I encourage each of you to attend.

We are at the mid-year point of our new performance review process. I truly believe in the value of a robust and constructive performance management process, so please ensure that you invest your time in this critical initiative. This is the best way to ensure you invest in your biggest asset – YOU.

Hope to see you at the Town Hall.

Mid-Year Performance Management – Coaching Reminder

The Office of Business & Finance is committed to promoting a high performance culture. In accordance with this goal, we have introduced a new performance management tool and process for FY12. This new tool emphasizes coaching/feedback sessions between supervisors and employees, scheduled on a regular basis and documented twice a year. The first documented coaching session should be completed no later than January 31, 2012. During coaching sessions, supervisors and employees should discuss:

- The progress made toward meeting established objectives.
- Values demonstrated through performance.
- Steps taken to date to achieve professional development goals.

The university’s Performance Management Policy is available at [http://www.hr.osu.edu/policy/policy525.pdf](http://www.hr.osu.edu/policy/policy525.pdf). Please contact Lisa McCurdy (2-2809, mccurdy.2@osu.edu) with any questions.

Follow this link for a list of New Hires and Retirements for B&F since November 1st.
OSUMC Implementation—Huge Success!

A mammoth undertaking, the Ohio State University Medical Center (OSUMC) successfully implemented the Integrated HealthCare Information System (IHIS), a large-scale electronic medical record and business application system, for the entire academic medical center on October 15, 2011. This implementation included replacing all patient scheduling, registration and billing systems. All clinical documentation transitioned to an electronic record format. This system will support the planned expansion of the medical center facilities, as well as the governmental incentives for all healthcare organizations to implement electronic medical records.

This project took 18 months to design, build and test. Fifteen-thousand employees were trained over a nine week period during the summer. Many thousands of patient appointments, demographics and medical records were converted to the new system. The project will continue over the next several months as enhancements and updates are made to the system to improve patient care and business operations. Revenue and cash collection will be a major focus for the next four months.

The OSUMC Financial Services department played a large role since the implementation had a significant impact on the monthly reporting processes. New interfaces were created for all the data feeding to the General Ledger, accounts payable and the patient decision support systems.

Spotlight on B&F employee: Amy Bronstein

This is a new section that we intend to include in each issue, spotlighting our co-workers in a variety of roles. We will learn more about the activities of every area, facilitating cross-functional networking.

“I enjoy being able to talk to someone new every day. One day I might be working on Food orders, the next day could be Lab equipment waivers and then another day could be Campus/Space leases. With the Vending responsibilities I am able to get out on campus and relearn my way around. Things have changed a lot since I was a student.” These are some of the things that Amy Bronstein enjoys about her job as a Food Buyer and Vending Coordinator for Central Purchasing.

In her time away from the university, Amy likes to spend time with her children and family. She loves sports and the Pittsburgh Steelers are a favorite team. She is a season ticketholder for the Columbus Crew. Amy also attends games for the Columbus Bluejackets and the Clippers.

Fun Fact! Amy’s favorite type of book is a MYSTERY because just like in her day-to-day work, you never know what to expect.
ing Program to resolve gaps in staff training across the university. More recently, the Payroll Department was reasigned to the Office of the Controller to more closely align the financial controls. And finally, the Travel, PCard and Expediting department was given a home in Greta’s realm to better coordinate the process with AP.

Greta’s career began with Buckeye Federal Savings and Loan. In 1982, Greta moved to the State of Ohio where she spent 13 years working for the Treasurer’s office with a variety of roles including Internal Auditor and Controller. Arriving at a very challenging time, Greta was instrumental in creating a culture of stewardship and accountability. A major challenge was to transition the financial statements from hand written ledger books, “The Green Books,” to the electronic spreadsheets. Growth and cost-saving measures were key initiatives for the business operations of the Treasurer’s office and became part of her legacy as she moved to The Ohio State University for the next step in her career.

Greta has represented the university as an active member of several professional organizations. She served as the president of the National Association of Black Accountants. During her tenure, the organization purchased a building for the association in Washington D.C. In 2011, she served as the Chair of the Accountancy Board of Ohio. She has also served on many local boards and has been active in many community organizations, including the Urban League and the YWCA. And last but certainly not least, she has remained a dedicated alumni for Ohio Dominican University, striving to ensure the continued quality of the institution.

With mixed emotions, we are saying goodbye to Greta as the University Controller. On a brighter note, Greta will be taking her financial expertise to the Office of Outreach and Engagement at the university to work on a number of special projects.

Carla Jackson, a long-time associate of Greta’s, summed it up nicely: “I always say Greta is a vessel, because she knows how to carry people and organizations to the next level with ease and confidence.”

Your B&F Brick Area Reps

If you would like to have input to the content of the B&F Brick, please contact your local area representative.

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