

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

| | | | |
|---------------------|-----------------------------------|-----------------|--|
| Chapter 5 | Information Management & Services | Effective: | June 2000 |
| Section 5.3 | Business Office | Revised: | December 2009 |
| Policy 5.3.1 | Mission | Responsibility: | Vice President and Chief Information Officer |

MISSION

Mission

The mission of the Information Management & Services Office (IMS-BO) is to manage the financial operations for Information Management & Services (IMS). The IMS-BO interacts with and supports all IMS departments through the provision of comprehensive financial services. This includes responsibility for the IMS accounting system along with the coordination and implementation of related internal controls in compliance with applicable laws and generally accepted accounting and financial management principles. In addition, the IMS-BO provides financial oversight for the Vice President and Chief Information Officer (VP/CIO), as well as accounting and other financial services. The IMS-BO is charged with the responsibility affecting five areas: accounting, financial management, billing, budget and research, and process improvement.
