

## Salary Supplement Reporting - Part I

In accordance with Texas Government Code, Section 659.0201(i), each state agency (agency) and higher education institution as defined by Section 61.003 of the Texas Education Code, receiving a gift, grant, donation, or other consideration from a person that is designated to be used as a salary supplement for a named person, position, or endowment shall report certain information to the State Auditor. This questionnaire is designed to collect that information, which will be reported to the Legislature. Any questions concerning the interpretation of this section of the Texas Government Code should be directed to your agency's or higher education institution's legal counsel.

Please complete this section of the questionnaire (Part I) and return it to the State Auditor's Office. Questionnaires should be e-mailed directly to Kendra Campbell at [kcampbell@sao.state.tx.us](mailto:kcampbell@sao.state.tx.us), no later than 11/05/2013. Please note that reporting requirements that are specified in Article IX, Section 3.02, General Appropriations Act (83rd Legislature), should be reported separately. To report information as required by Texas Government Code, Section 659.0201 (d), please complete Part II of this questionnaire.

### Contact Information

Agency/Higher Education Institution:	University of North Texas Health Science Center
Name:	John Harman
Title:	Senior Vice President and Chief Financial Officer UNTHSC and UNT Health
Phone Number:	(817) 735-2523
Email Address:	<a href="mailto:john.harman@unthsc.edu">john.harman@unthsc.edu</a>

### Questionnaire

**1. In fiscal year 2013, did your agency or higher education institution receive a gift, grant, donation, or other consideration from a person that was designated to be used as a salary supplement for a named person, position, or endowment?**  
No.

**2. If the answer to question 1 was "yes," please complete the information in the table below for each individual salary supplement. Please insert additional rows if necessary.**  
**If the answer to question 1 was "no," please go to question number 3.**

### Detailed Information for Each Salary Supplement

Was the gift, grant, or donation or other consideration to the agency or higher education institution from an individual or from an entity?	If from an entity, please list the type of entity.	If the entity is a nonprofit entity, is it classified as a supporting organization by the Internal Revenue Service?	If the entity is classified as a supporting organization by the Internal Revenue Service, please list the type of supporting organization and the name of the supporting organization.	If the entity is classified as a supporting organization by the Internal Revenue Service, please list any additional information related to that classification.	Please list any internal or external oversight procedures your agency or higher education institution has established to monitor the use of any gifts, grants, donations, or other considerations your agency or higher education institution receives.
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**3. How does your agency or higher education institution use gifts, grants, donations, and other considerations it receives? (Please specify whether those items are used to provide salary supplements for your agency's or higher education institution's employees.)**

Gifts, grants, donations and other considerations are used in accordance with donor's specified intent if given for a restricted purpose. Some gifts, grants, donations and other considerations are given for unrestricted use. When funds are received for unrestricted use, then they are used for a purpose that supports the mission of the institution, which can include student scholarships, presidential initiatives, equipment purchases, programs and support of faculty. This usage could include supplementation of salary.

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Was the gift, grant, or donation or other consideration to the agency or higher education institution from an individual or from an entity?		If the entity is a nonprofit entity, is it classified as a supporting organization by the Internal Revenue Service?	If the entity is classified as a supporting organization by the Internal Revenue Service, please list the type of supporting organization and the name of the supporting organization.	If the entity is classified as a supporting organization by the Internal Revenue Service, please list any additional information related to that classification.	Please list any internal or external oversight procedures your agency or higher education institution has established to monitor the use of any gifts, grants, donations, or other considerations your agency or higher education institution receives.
4. If your agency or higher education institution has adopted conflict of interest provisions regarding the acceptance by the agency or higher education institution of a gift, grant, donation, or other consideration to be used as a salary supplement for an agency or higher education institution employee, please provide a hyperlink to the conflict of interest provisions.					
<p>UNT System Board of Regent Rules Chapter 05- Human Resources <a href="http://untsystem.edu/pdfs/regents-rules/5.700%20Ethics%20FINAL.pdf">http://untsystem.edu/pdfs/regents-rules/5.700 Ethics FINAL.pdf</a></p> <p>UNTHSC Employee Ethics and Standards of Conduct <a href="http://www.hsc.unt.edu/policies/PolicyStorePDF/Employee%20Ethics%20and%20Standards%20of%20Conduct.pdf?v27">http://www.hsc.unt.edu/policies/PolicyStorePDF/Employee Ethics and Standards of Conduct.pdf?v27</a></p> <p>UNTHSC Conflict of Interest Disclosure 03.103 <a href="http://www.hsc.unt.edu/policies/PolicyStorePDF/Conflict%20of%20Interest%20Disclosure.pdf?v9">http://www.hsc.unt.edu/policies/PolicyStorePDF/Conflict%20of%20Interest%20Disclosure.pdf?v9</a></p> <p>UNTHSC Research Conflict of Interest <a href="http://www.hsc.unt.edu/policies/PolicyStorePDF/Research%20Conflict%20of%20Interest.pdf?v42">http://www.hsc.unt.edu/policies/PolicyStorePDF/Research%20Conflict%20of%20Interest.pdf?v42</a></p>					
<b>Please include any additional comments in the box below.</b>					
<p>Many faculty and staff have salaries that are supported by research grant funds, while very few are funded from gifts and donations. Some faculty or staff may receive additional pay related to revised work assignments or merit payments that are funded from research grants, gifts or donations. However, in FY 2013 these additional payments to faculty and staff were not from sources received by the institution from a person that designated they be used as a salary supplement for a named person, position or endowment.</p>					

## Salary Supplement Reporting - Part II

In accordance with Texas Government Code, Section 659.0201(d), (e), (f), (g), and (h) each state agency (agency) and higher education institution receiving a gift, grant, donation, or other consideration, in an amount or having a value that exceeds \$10,000 from an entity created solely for the support of an agency or higher education institution, that is designated to be used as a salary supplement for a named person, position, or endowment, shall report certain information to the State Auditor. This questionnaire is designed to collect that information, which may be reviewed by the State Auditor's Office to identify any conflicts of interest or any other areas of risk. The State Auditor's Office will report audit results to the Legislature. Any questions concerning the interpretation of this section of the Texas Government Code should be directed to your agency's or higher education institution's legal counsel.

Please complete this section (Part II) of the questionnaire and return it to the State Auditor's Office. Questionnaires should be e-mailed directly to Kendra Campbell at [kcampbell@sao.state.tx.us](mailto:kcampbell@sao.state.tx.us), no later than 11/05/2013. Please note that reporting requirements that are specified in Article IX, Section 3.02, General Appropriations Act (83rd Legislature), should be reported separately. To report information as required by Texas Government Code, Section 659.0201 (i), please complete Part I of this questionnaire.

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### Questionnaire

**1. In fiscal year 2013, did your agency or higher education institution receive a gift, grant, donation, or other consideration in an amount or having a value that exceeds \$10,000 from an entity created solely to provide support for your agency, that was designated to be used as a salary supplement for a named person, position, or endowment?**

No.

**2. If the answer to question 1 was "yes," please complete the information in the table below for each individual salary supplement. (Please insert additional rows if necessary.) If the answer to question 1 was "no," please continue to the Additional Comments Section.**

### Detailed Information for Each Salary Supplement

Please list the name of the entity created solely to provide support for your agency or higher education institution.	Please list the name of each person who makes gifts, grants, or donations, or provides other considerations to the entity, in an amount or having a value that exceeds \$10,000, unless the person has made a request to the entity to remain anonymous. (If the person requested to remain anonymous, please place the word "Anonymous" in the column.) Information provided to an higher education institution under Texas Government Code, Subsection (d), is not subject to disclosure under Chapter 552.	If the amount or value of each specific gift, grant, donation, or other consideration exceeded \$10,000, what was the amount? Information provided to an higher education institution under Texas Government Code, Subsection (d), is not subject to disclosure under Chapter 552.
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**Please include any additional comments in the box below.**

Many faculty and staff have salaries that are supported by research grant funds, while very few are funded from gifts and donations. Some faculty or staff may receive additional pay related to revised work assignments or merit payments that are funded from research grants, gifts or donations. However, in FY 2013 these additional payments to faculty and staff did not exceed \$10,000 to any individual and were not designated to be used as a salary supplement for a named person, position or endowment from an entity created solely to provide support for the institution.