

Business Process Advisory Group – December 12, 2014 – INSCC Room 110

Attending:

Amy Fowler, KUER	Ann Blanchard, UGS
Anne Maxwell, FAO	Bob Mutz, ARCH
Bruce Neumann, UNP	Carl Larson, FBS
Chuck Piele, IA	Clint DeMill, GH
Craig Merritt, FBS	Dave Bardsley, PHARM
Dawn Atterbury, FBS	Dean Church, FBS
Dennis Laros PSYCH	Erika Speckart, FBS
Faith Jones, COE	Frederick Hon, HU
Glendon Mitchell, FBS	Jane Fong, SOM
Jane Scott, FBS	Jeanne Krogen, UIT
Jeff Johnson, FBS	Jennifer Long-Pratt, FBS
Jessica Chapman, NURS	Jeri Schryver, ICSE
Jessica Little, FBS	Jim Davis, FBS
Jim Turner, EIHG	John Levandowski, FBS
Julie Gerstner, COE	Julie Woodward, FBS
Kami McNeill, SOM	Kay Willden, BIOCH
Kelly Peterson, FBS	Ken Erickson, FBS
Kevin Ballard, FBS	Kori Wetsel, FBS
Kristy Green, CA	Laura Howat, FBS
Leslie Bigler, CMES	Marcia Cook, CSME
Margaret Tennat, USTAR	Marilyn Burton, SOM
Marv Hawkins, USS	Mary Snow, USS
MaryAnn Howard, SCI	Matthew Castillo, CFA
Megan Warren, NURS	Natali Rajcevich, FBS
Niloofar Bakhti, EHSL	Pam Webb, FBS
Parker Dougherty, LIB	Rachel Staheli, NURS
Reena Pamarthi, FBS	Rob Phillips, ASUU
Runar Boman, FBS	Reena Pamarthi, FBS
Sally Petersen, FBS	Sandra Jones, UMFA
Sandy Drollinger, OBGYN	Sarah Elliott, IM
Scott Patten, FBS	Shelly Krugar, CPPA
Sue Cook, ME	Tanis Garcia, FBS
Todd Kapos, FBS	Tran Trang, EHSL
Wendy Speers, FBS	Yuka James, LAW

UShop

The UShop application is currently under development. A focus group this week was able to give input. An 'alpha' version of UShop was demonstrated. BPAG will be kept updated each month with the status of UShop.



FBS Changes

Steve Allen is retiring from the University of Utah after 34 years of service. A retirement celebration is being held on January 9, 2015. [Click here](#) for more information.

Todd Kapos has been promoted to Associate Director of [General Accounting](#) to replace Steve Allen effective January 1, 2015. Read the [FBS News](#) post for more information.

Kelly Peterson has been hired as new Manager of [Tax Services and Payroll Accounting](#) beginning December 1, 2014. Read the [FBS News](#) post for more information.

Sales Tax Changes

The University is exempt from paying state sales tax on its purchases. Many purchases are made by departments where sales tax is paid as part of the purchase. Beginning February 1, 2015, Accounts Payable will not reimburse Sales Tax paid (except for exceptions as noted in [RuleR3-010A](#).) Read the [FBS News](#) post for more information.

Business Meal Payments

The PCard will be able to be used for Business Meal expenses under certain circumstances. Pcard applications and documentation on the [PCard website](#) have been updated to reflect the new rules. [Click here](#) for a copy of the presentation.

GCA Updates

Jessica Little and Samantha Adams have been promoted to the position of Grants Officer [in Grants and Contracts Accounting](#).

Uncollected Accounts Receivable from private sponsors is too high. Departments can work with their GCA contacts and sponsors to help collect this revenue.

Supplier Gifts

A reminder about the state law of accepting gifts was discussed. Gifts greater than \$10 cannot be accepted by individuals. Contact [Glendon Mitchell](#) in [Purchasing](#) with any questions.

Next BPAG Meeting—January 9, 2015