Usage of ePAR’s submitted on time is increasing. FY 2016 Q2 had 80.5% ePAR’s submitted on time. That is up from 71.6% in Q1. However ePAR’s not started went up from 6.5% to 8.5%. Completing ePAR’s on time is critical for the University follow Federal and University regulations. Click here for more details of the 1st and 2nd quarters of FY 2016.
New P-Card Manager

Jane Scott is retiring at the end of the month as the Purchasing Card Manager. Jolene Snyder has been hired as the new Purchasing Card Manager.

TC-721G Tax Certificate

To help combat fraud attempts, the TC-721G Exemption Certificate for Governments and Schools has been secured on the FBS website. To access the TC-721G form, a user must be accessing it from a location on the University of Utah.

Now, instead of the form opening when you click on the form, a page opens with two choices. If the user is on campus, the provided link will open the form. If not a form is provided to request the TC-721G. This request is routed to Purchasing who will sent the form to valid requests.

Click here for communication about the new process.

Cost Transfers

An overview of the Research Management & Compliance office was discussed. Compliance to University of Utah policies and Federal policies is very critical when accounting for money spend on projects. The Cost Transfer process was shown using flowcharts.

Financial Web Apps Going Red

Technology is constantly changing. This requires that the Financial Web apps in the FBS pagelet in CIS be updated. This will sometimes change the appearance (little red) of some of the apps. In some cases, added functionality has been added to the app. The following apps (Newspost) have already been updated:

- Vendor Lookup
- Voucher Lookup
- PO Lookup

Functionality has been added to the Project and Activity Lookup apps. The ability to Hide/Unhide columns and Search were demonstrated. This is still in a test environment but will be moved to the FBS pagelet in the near future.

USHOP

A discussion was had about different procurement processes. The Buying and Payment guide is helpful to understand the best way to make purchases. With the implementation of UShop, more processes can be made electronic, eliminating the need for inefficient paper processes. This discussion included the future sun setting of paper forms like LPO’s and Paper Requisitions (including Proof Requisitions).

Open Discussion

The new Vendor\Voucher lookup was demonstrated.

Next BPAG Meeting —March 11, 2016