

Business Process Advisory Group – February 14, 2020 – INSCC Room 110

Attending:

Aaron Sparks, COH	Angela Simmonds, ENROL
Bobbie Harris, COE	Carl Larson, FBS
Connie Gorton, CMES	Courtney Demond, FPMD
Cynthia Meier, SEIS	Dalynn Bergland, PHCEU
Darrin Robertson, FBS	Georgette Kimberly, FBS
Heidi Slack, FBS	Jake Iddison, FBS
James Steffan, MBM	Jennifer Aoyagi Bangerter, PHARM
Jessica Groves, SOM	Jim Urry, FBS
Joshua Nutter, CHEM	Joshua Tomlin, PHYS
Julie Woodward, FBS	Kelly Peterson, FBS
Kori Wetsel, FBS	Leanna Mower, MINES
Lois Barlow, SOM	Lori McManus, HCI
Madelyn Giron, OGE	Maria Nielsen, FBS
Mark Hamilton, FBS	Mary Watson, IA
Matthew Farr, EMP	Megan Whittaker, NURS
Melanie Pugh, FBS	Michelle Addison, MUSIC
Omar Jaimes, CFA	Paul Johansen, LAW
Randi Ruff, FBS	Robert Goodman, RBGA
Rose Simper, ED	Ruby Steele, BIOEN
Sandy Hughes, BUD	Shanna Futral, GEOL
Sharon Rowley, RAD	Susan Shult, MATH
Terrie Parker, CMES	Vicki Nielsen, FBS

eJournal Excel

The University is adding a new business unit with new ChartFields. This will necessitate a change in eJournal and other applications. This new business unit will go live on July 1, 2020. Also, **the Oracle Java license** is set to expire at the end of May.

eJournal will reflect these new ChartFields and eJournal Excel is being updated to add the new ChartFields and new functionality that does not use Java. **Click here** to see a proof of concept of the new eJournal Excel. This is not a functioning version and is subject to change.

GASB 87 Lease Accounting and Asset Tracking

Property Accounting has selected inLogic RTrack as an Asset Tracking system. inLogic RTrack uses RFID and Barcodes Tags to track and inventory capital and noncapital assets. Implementation is planned during the calendar year 2020.

The Governmental Accounting Standards Board has released a new regulation called **GASB No. 87 – LEASES**. Under this new directive certain leases will be treated like assets. GASB 87:

- Based on the principle that a lease finances the right to use an underlying asset.
- Designed to result in greater transparency and usefulness for financial statement users.
- It is meant to reduce complexity in application for preparers and auditors of governmental financial statements.
- Includes buildings, land, vehicles and equipment.
- Does not include computer software, services and biological assets.

Property Accounting will be working with purchasing to identify leases fall under this classification. If departments have leases that may qualify, fill out [this form](#) and send to mark.hamilton.admin.utah.edu.

[Click here](#) for the presentation on Asset Tracking and GASB 87.

ePR types for Travel Prepayments

Two new payment types have been added to ePR. They are:

- Conference Registration
- Hotel Prepayments

You will be required to input the Authorization Request from Concur to use these new types.

Travel – Discreet Account Codes

Six discreet Account Codes have been added to Concur in the Expense report. The user needs to select “Trip Type” to use the codes. This will change the last digit of the Account Code. i.e. if a user selects a “5”, 60000 becomes 60005.

Travel Cards

Travel Cards will be issued soon for Travelers to use for Travel expenses. The cards cannot be used for non-Travel expenses. (like per diem) The transactions automatically are added to “Available Expenses.” In Concur. These will need to be added to “Expense Reports.” A department can get a card to be used for Conference Registrations.

Next BPAG Meeting – March 13, 2020