

Business Process Advisory Group – January 13, 2012 – INSCC Room 110

Attending:

Angela Sullivan, CFA
Ann Marie Breznay, LIB
Bobbie Harris, COE
Carol Hsieh, FBS
Elle Oldfield, NURS
James Steffan, FBS
Jason Atuaia,
Jenny Lind, ARCH
John Levandowski, FBS
Margo Bonnette, COH
Marilyn Cox, CSBS
Michelle Addison, CFA
Perry Hull, FBS
Sandy Bruhn, ENG

Ann Blanchard, UGS
Bob Turner, FBS
Carl Larson, FBS
Chalalai Charbsuwan, KUED
Gary Gledhill, FBS
Jane Scott, FBS
Jennifer Long-Pratt, FBS
Jessica Stokes, UIT
Leatha Allred, CHEM
Marilyn Burton, SOM
Marjorie Goodrich, IA
Nora Karst, KUED
Robert Schirmer, FBS
Shari Zinik, COS

Last Meeting Follow-up

The improved “Salary Encumbrance” report went live in “Management Reports.” We would love to hear more feedback over the next 3-4 weeks.

General Stores Website

The updated “General Stores” website was demonstrated. Items are easier to find on the website because many subcategories have been set up in the different product groups. Click [here](#) to try out the new website.

Momentum Newsletter

The latest edition of the [Momentum Newsletter](#) was just published in FBS News. The newsletter is loaded with information that departments can use to help conduct their daily business.

Tax Services and Payroll Accounting

Robert Schirmer was introduced as the new manager of Tax Services and Payroll Accounting. He replaces Laura Howat who was promoted to Controller.

Voucher and Payment Search

Your suggestions in BPAG are acted upon. It was suggested last month that the search criteria in Voucher and Payment Search be broadened to include:

- Matches
- Begins with
- Contains

These were implemented and demonstrated.

Booking Accounts Receivable (BAR)

Booking Accounts Receivable (BAR) is one of the many projects of the PAM initiative. This new process will post the Accounts Receivable for awards when payments are due. Departments will use this information to see the true picture of their finances.

As of March 2012, when we bill for February statement, GCA will begin booking Accounts Receivable (A/R) for expenses invoiced and recognize Revenue as we bill the sponsors. The purpose of these A/R entries is to give us a view of the outstanding A/R at the time of conversion, and to assist with cash application after conversion. This business practice will help us get ready for the PeopleSoft Grants Module Implementation in Dec. 2012.

We will post A/R on Journal Entry (JE) daily. This A/R process is only applicable for Cost Reimbursable projects. We will not be booking A/R for LOC, Fixed Price, and Prepaid Projects at this time.

Difference: In the past, we recognize revenue when we receive funds. As of March, 2012, we will recognize revenue as we bill the sponsors. Therefore, you need to take the revenue amount subtract the AR amount to get the total amount paid.

PI and Liaison Notifications

Now that departments can update their liaisons in the Chartfield application, this information will be used to notify liaisons of the progress of Awards and Grants. A discussion was held about the various parts of the life of an Award or Grant when notifications should be made.

Open Discussion

All were encouraged to have everyone in their departments sign up for a paperless W2.

Next BPAG Meeting – February 10, 2012