

Business Process Advisory Group – June 8, 2018 – INSCC Room 110

Attending:

Aidza Cruz, ECE	Andrew Bloebaum, DERM
Austin Seager, SOD	Bobbie Haris, COE
Brandi Johnson, PED	Carl Larson, FBS
Carrie Brooks, LIB	Carrie Cox, OTRT
Chris Carver, KUED	Christine Baczek, NURS
Courtney Demond, FPMD	Craig Merrit, FBS
Dalynn Berglund, PHCEU	Elizabeth Woolsey, SOM
Fae Larson, NURS	Fred Ericksen, IA
Georgette Kimberly, FBS	Glendon Mitchell, FBS
Heather Holly, FBS	Hedy Hu, FBS
Jake Pickett, SOM	James Steffan, MBM
Jared Kirby, SOM	Jared Olney, PED
Jeanne Krogen, UIT	Jeri Schryver, ICSE
Jessica Little, IM	Jim Urry, FBS
Jina Bacon, SVPHS	Joshua Nutter, CHEM
Judy Chan, FBS	Julia Harrison, CHPC
Justin Chavez, BIOL	Karren Fultz, SUST
Kristie Thompson, OSP	Laura Howat, FBS
Leanna Mower, MINES	Lisa Chandler, PHCEU
Lois Barlow, SOM	Lori McManus, HCI
Maria Nielsen, FBS	Marv Hawkins, UIT
Michael Hauschild, OBGYN	Michelle Addison, MUSIC
Pam Hoffman, MGEN	Paul Johansen, LAW
Ruby Steele, BIOE	Sandy Hughes, BUD
Sara Wilson, METE	Sarah Haskin, OBGYN
Scott Patten, FBS	Shirstine Day, UIT
Susan Shult, MEDCH	Tami Garff, PT&AT
Tanis Garcia, COMP	Teresa Moss, PHARM
Thanh Trieu, BIOCH	Thea Hatfield, GEOG
Theresa Ferrone, KUED	Todd Kapos, FBS
Utahna Miller, DESB	Vickie Nielsen, P&A
Wendy Speers, ED	

New and (much) Improved Scholarship/Fellowship/Traineeship (ePR) Process

Accounts Payable introduced a new process of processing Scholarship/Fellowship/Traineeship payments. [Click here](#) for the presentation. The [Accounts Payable website](#) should be updated next week with all the new processes.

Campus Order Elimination

Campus Orders will no longer be accepted after July 6, 2018. UShop, eJournal and PCard are options for paying other departments instead of a Campus Order. The following departments have already been set up with the new process:

- Chartwells
- Guest House
- Positively U
- Campus Store

These departments should be set up shortly with the new process:

- IRB
- OSL software purchases (pick UShop as the payment method)
- Marriott Library archive boxes
- NCS giftcards
- Union (Space Reservation)

The UShop team will be holding an informational session on June 14, from 3:30-5:00pm in INSCC 110 (auditorium). Please see this [news post](#) for more information.

eJournal Enhancements

eJournal is being updated with three new enhancements. These changes should go live on Wednesday, June 13, 2018. These enhancements were demonstrated:

- Change an eJournal ID
- Copy an existing Journal
- Reverse an existing Journal

There was a question about Transfer Account Codes. The [Budget Office](#) supplied this [Usage Guideline](#) document.

Watch for an FBS News Post announcing when these changes go live.

Evidence of Review (EOR) Update – New Column for High Risk Transactions

A new column has been added to the Project screen of EOR for Projects ending within 60 days. When applicable, this column will have a link to a FIL report showing any travel, supplies, and equipment transactions made beginning sixty days prior to the Project end, that may be subject to additional review and scrutiny. This applies only to Federally funded, cost reimbursable Projects. Please see this [FBS news post](#) for more information.

Next BPAG Meeting — August 13, 2018