

## **Business Process Advisory Group – November 10, 2017 – INSCC Room 110**

### **Attending:**

Ammi Aldous, FBS	Ashley Hsia, FBS
Bruce Neumann, UNP	Carl Larson, FBS
Carol Bierschwale, ARCH	Carrie Cox, OTRT
Chris Carver, KUED	Colette Durrant, CHPC
Craig Merrit, FBS	Danny Trujillo, NURS
Dave Bardsley, PHARM	Elizabeth Woolsey, SOM
Heather Holley, FBS	Jacqueline Vigil, FBS
James Steffan, MBM	Jared Olney, PED
Jeannette Church, SPED	Jeanne Krogen, UIT
Jenn Green, CFA	Jessica Little, IM
Jim Turner, EIHG	Jim Urry, FBS
Joshua Nutter, CHEM	Julia Harrison, CHPC
Julie Woodward, FBS	Kay Willden, BIOCH
Kelly Peterson, FBS	Kevin Yu, FBS
Kori Wetsel, FBS	Kristine Gelegotis, RBGA
Laura Howat, FBS	Leanna Mower, MINES
Linda Jensen, OPTH	Maria Nielsen, FBS
Marjorie Goodrich, IA	Mary Louise Hughes, FBS
Mary Snow, USS	MaryAnn Howard, SCI
Michael Hauschild, OBGYN	Michelle Addison, MUSIC
Paul Johansen, LAW	Ruby Steele, BIOE
Sandy Hughes, BUD	Scott Pattten, FBS
Sharon Hansen, MEDCH	Shaylee Tulane, BIOM
Sterling Moore, CE	Susan Shult, MEDCH
Taralyn Poulson, FBS	Todd Kapos, FBS
Vicki Nielsen, P&A	Wendy Speers, ED

### **Participant Support Costs**

Participant Support Costs were clarified in a presentation. According to Uniform Guidance 200.75:

Participant support costs means:

Direct costs for items such as

- stipends or subsistence allowances,
- travel allowances, and
- registration fees paid to or on behalf of
- participants or
- trainees
- (but not employees)

In connection with

- conferences, or
- training projects.

[Click here](#) to learn more about Participant Support Costs.

### **Activity/Project Set-up Request**

Functional and Sub-Functional groups have been added to the [Activity/Project Set-up Request form](#). Please use the new form to assign these classifications. These classifications help with University reporting to various agencies. Click the links below to learn more about the classifications.

- [Expenses by Functional Groups](#)
- [Expenses by Sub-Functional Groups](#)

Departments can review their Activities in Activity Lookup and submit any change to [General Accounting](#).

### **Expedite Fees**

The volume of expedition requests for payment has increased. The increase in expedited payments is increasing costs and decreasing efficiency and effectiveness. Accounts Payable will be increasing the fee for expedited requests. [Click here](#) to learn more about Expedited fees.

### **Open Discussion**

The [PeopleSoft 9.2 upgrade](#) was completed over the weekend of October 14, 2017. We are still working on resolving the issues from the upgrade. As a result the month-end close for October was [delayed one day](#). The month should be closed today, with amounts updated in Management Reports for Monday.

*Next BPAG Meeting — December 8, 2017*