

## Finance System Leadership Group Meeting Minutes November 17, 2014

Attendees: George Anderson, Jean Carr, Mike Chang, David Ellis, Mike Glisson, Sabrina Hassumani, Margie Hattenbach, Debbie Jozwiak, Karin Livingston, Keith Martin, Usha Mathew, Theresa Meneley, Chris Milligan, Karen Sanders, Muhammad Soonasra, Jack Tenner, Samantha Yurus

### Finance System and Policy Changes Related to OMB Circular A-81 – Mike Glisson

- Purchases over \$3,000 involving federal funds must be competitively bid
  - UH is changing the P-Card, Voucher, and Purchasing MAPPs to indicate that any purchases over \$3,000 in which federal funds are used must be routed through Purchasing on a PO.
  - The Finance System is being modified to warn users when a federal fund is used on a non-PO voucher that is greater than \$3,000. Message appears when the non-PO voucher is saved.
  - The Finance System is being modified to notify Purchasing when a federal fund is used on a PO, so they can take the necessary steps for federal fund purchases. Message appears when the PO is saved.
- Increased monitoring of federal pass-through sub-recipient accounts
  - The Finance System is being modified to create an error message (hard stop) when a subrecipient expense account is used on a non-PO voucher. Forces department to pay subrecipient on a PO voucher to ensure the correct account is used and the correct IDC calculation is applied.
- Assets status required if purchased with federal funds
  - The Finance System is being modified to provide a field for asset status and a check box to indicate if the asset is used by a service center. These changes only apply to assets purchased with federal funds.
  - Beginning in January 2015, tags for federally-funded assets will start with “G” so that they can be easily identified in the Asset Management System.

### Research Modules Implementation – Keith Martin and Muhammad Soonasra

- UH IT is working to create an integrated prototype of the PeopleSoft Grants, Contracts, Project Costing, Billing, and Accounts Receivable modules with UH fields and data.
- Last week, UH IT provided a demo of the PeopleSoft Grants module to the Research Division in the GNT environment, which does not have current data or PeopleSoft patches.
- By mid-January IT will transfer more recent data and patches to the GNT database and will add a custom cost center integration page, which was requested by the Research Division. Then IT will begin cleaning the data.
- IT hopes to have the Grant Management System operational in six to eight months. Muhammad said he should be able to provide a projected go live date at the next meeting.

### Travel Management System Implementation – Mike Glisson

- UH IT and Concur are nearly finished developing the Financial Connector between Concur and UH PeopleSoft, which will automate the transfer of data between the two systems on a nightly basis. Once the Financial Connector is ready for functional testing, UH AP will test it to make sure vouchers and journals are created correctly in PeopleSoft.

Finance System Leadership Group Meeting Minutes  
November 17, 2014

- UH is planning to roll Concur out to the rest of the campus starting in February 2015, assuming the Financial Connector is working properly.
- UH Downtown has been training and will begin implementation with some pilot groups in a few weeks.
- UH will host a Houston-area Concur User Group Meeting on December 2, 2014 where Concur users share information and ideas and receive updates from Concur.

Next Meeting

- The group will meet again on Monday, March 23, 2015 at 1:30 PM.
- Mike Glisson will schedule the meeting in Outlook.