



SHARED FINANCIAL SYSTEMS PROJECT

Since last reported in the January 1998 issue of the *FAN*, a lot has happened on this project. Institutional Business Representatives and Chancellors were briefed on the concept proposal, and gave their approval in January. In February, a team chaired by Vice President Marcia Bromberg began negotiating with software vendors for the systemwide licenses needed for implementation of the general ledger, purchasing and accounts payable modules. In February and March, 13 members of the implementation team attended comprehensive training classes on the management of the new general ledger. On March 20, a purchase order was issued to PeopleSoft USA, Inc., for the financial modules.

A team of third-party consultants is helping the implementation teams develop detailed plans for accomplishing Phase I. Completion of Phase I is set for July 1, 1999, and will see UW-Whitewater and UW-Platteville up and running with the new general ledger, purchasing and accounts payable modules. UW-Milwaukee and UW Colleges will bring up the purchasing and accounts payable modules by that same date.

The implementation team is developing a Web site to make project status information available for those following progress. Until that site is available, any questions or concerns may be addressed to George Ketterer (e-mail: gketterer@ccmail.uwsa.edu).

To register for the conference, go to the Financial Administration Web page at <http://www.uwsa.edu/fadmin/>.

SPRING 1998 CONTROLLERS' CONFERENCE

Plans are well underway for the Spring 1998 Controllers' Conference, to be held at UW-Fox Valley in Menasha on April 28 and 29. Meetings both days will be held in the Emeritus Room on campus.

At the end of the first day's meeting, participants will get a chance to experience the brand new Barlow Planetarium, a world class facility just opened this spring. The planetarium has a 50-foot projection dome and a star projector that promises to give us a virtual view of the night sky—almost like the beach at Pigeon Lake, but without the fire!

A group dinner will be held at a local restaurant, and lodging will be at the Valley Inn in nearby Neenah. While a review and discussion of the UW System's new general ledger will take up a lot of the meetings, there is always room for additional agenda items. Please send any suggestions or requests for discussion items to George Ketterer via e-mail: gketterer@ccmail.uwsa.edu.

TRAVEL UPDATE

American Express

American Express corporate cards expire June 1998. Replacement cards will automatically be sent to current cardholders during the third week in June. It is not necessary for employees to do anything to activate the replacement process.

Car Rental Contracts

The State of Wisconsin's contracts with Alamo and Enterprise, as well as the Big 10's contract with National, expire May 31st. There is a good possibility, but no guarantee, that all three contracts will be extended for another year, possibly with minor rate increases.

Household Moving Contract

The contract with Metcalf-Mayflower, which is in the final year of renewal, expires August 10. Statistics for 107 contract moves during 1997 show an average billed amount of \$3,830, with an employee satisfaction overall rating of 4.49 on a scale of 1-5 with 1 representing the lowest and 5 the highest. Work on the RFP process for vendor selection will begin during this quarter.

1997 SPRING GRANTS CONFERENCE

UW-La Crosse has announced plans for the UW System Spring Grants Conference. The dates have been set for Monday and Tuesday, June 1 and 2, beginning with a noon luncheon on Monday and ending on Tuesday at noon. Please e-mail Pat Clements (cleme_pf@mail.uwlax.edu) with suggested topics.

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INDIRECT COST RATES

The following are the federally-negotiated indirect (overhead) cost rates used by each UW System Institution. Unless otherwise indicated, the rate is for research activities.

	<u>On Campus</u>	<u>Off Campus</u>
MSN	44%	25%
	55% (Inst)	26% (Inst)
	34% (Ext/P.S.)	26% (Ext/P.S.)
MIL	46%	20%
EAU	43%	16%
GBY	43%	16%
LAC	41%	19%
OSH	43%	18%
PKS	52%	18%
PLT	N/A	N/A
RVF	46%	20%
STP	42%	18%
STO	47%	18%
SUP	53%	20%
WTW	42%	19%
CTR	40%	17%
EXT	29% (Ext/P.S.)	26% (Ext/P.S.)

These rates are effective through June 30, 2000, and are provisional after that date until amended.

WEB UPDATES

Search engines have now been installed on the following pages to assist in finding documents and people:

- Financial Administration Home Page
- Financial & Administrative Policies and Procedures (FPPPs/GAPPs)
- Class Code Manual
- Systemwide Phone, Fax and E-Mail Directory

In addition, the Financial Administration staff directory has been enhanced to indicate areas of responsibility for each staff member.

FINANCIAL ADMINISTRATION WELCOMES NEW STAFF MEMBERS

Jonelle Rufsvold recently joined the Financial Administration accounting staff, bringing six years of experience with UW-River Falls. Jonelle is handling all vendor payments and receipt processing for System Administration.

As a result of the reorganization of the endowment and treasury management functions, Financial Administration now has the responsibility for trust fund accounting. To manage this operation, **Eric Engbloom** has been appointed as Trust Fund Accountant. Eric has performed a variety of functions in the Trust Fund Department over the past four years, and brings a broad background in endowment and investment accounting to his new position. He holds a degree with a triple major in accounting, management and marketing from UW-Madison's School of Business. Eric is a welcome addition to our team, and will be working on ways to improve our services to institutions that hold endowment accounts.

FPPP/GAPP REVISION PROJECT UPDATE

- 21 documents completed
 - 7 at the institutions for final comment
 - 11 in earlier stages of development

DUE DATES AND UPCOMING EVENTS

Annual Contingent Account Activity Report	Apr. 15
Quarterly Position Control Report.....	Apr. 23
UW System Controllers' Conference –	
UW-Fox Valley	Apr. 28-29
UW Research/Grants Administrators' Conference –	
UW-La Crosse.....	June 1-2

Financial Administration News can be located on the Web at <http://www.uwsa.edu/fadmin/fan.htm>

Please contact Doni Zintz <dzintz@ccmail.uwsa.edu> if you would like to receive paper mailings of the *FAN*, if you would like to be notified by e-mail when new editions are added to the Web, or if you need to change either your mailing address or e-mail address for receiving future mailings.