

From: financesupport@news.umsystem.edu on behalf of the UM System Office of Finance

Subject: One Card reconciliation process changes coming soon

The University of Missouri System has been involved in the redesign of its Commercial Card, or One Card, program for the past year. As the final step in the project, the reconciliation process will be moved from the JPMorgan (JPM) PaymentNet product to the Travel & Expenses (T&E) module in PeopleSoft Finance at the university. Moving the process to T&E will meet objectives to utilize existing electronic workflow approvals and allow attachments to be scanned and linked to the transaction.

The key benefits of moving the reconciliation process to PeopleSoft Finance are the:

- Replacement of the manual paper process;
- electronic workflow approval consistent with other business processes (Accounts Payable, Requisitions, T&E);
- electronic storage of receipts in PeopleSoft;
- ChartField validation at data entry; and
- the ability to track approvals and processing of One Card transactions.

The transition from PaymentNet to T&E will occur at the end of October, 2017. Communication plans and training materials are in development and campus meetings will be scheduled during September and October.

Representatives from each campus and MU Health have been involved in the project as members of a design team, working with the core project team to make decisions regarding functionality and business practice changes.

You can find more information about the project, its progress and the team by visiting:

https://www.umsystem.edu/ums/fa/procurement/card/one_card

If you have questions, please contact the Finance Support Center:

MU, UMSYS, & UOEXT: 573-882-3201 (877-752-3334 for outlying offices not in Columbia)

MU Health Care: 573-884-1234 (877-752-3334 for outlying MUHC facilities)

UMKC: 816-235-1371

Missouri S&T: 573-341-4266 (877-752-1117 after hours)

UMSL: 314-516-5366

Email: FinanceSupport@umsystem.edu

Sincerely,

University of Missouri System Office of Finance