

## **Office of Sponsored Programs Roundtable Meeting**

Wednesday, November 2<sup>nd</sup>, 2016, 10:00AM, Procrastinator Theatre

### **Central Office Updates:**

HR – FLSA: Update provided by Sara King and all current information regarding FLSA is available on the HR website at: [http://www.montana.edu/hr/flsa\\_info/index.html](http://www.montana.edu/hr/flsa_info/index.html). Contact HR at 994-3651 for any questions or additional information.

### **Procurement Services:**

- Welcome new employee Peggy Wallace
- New preferred copier contract –  
<http://www.montana.edu/buyingqatmsu/equipment/copiers.html>
- Reminder that all Vendor Agreements must be reviewed by Procurement Services before being signed regardless of the dollar amount.

Contract Procurement Services at 994-3211 for any questions or assistance.

### **OSP Updates:**

- Fee Authorization Forms are not processed in the UBS Office until after the class drop date for the semester has passed
- Spring OSP Roundtable meeting dates – Feb 8, 2017 and Apr 11, 2017
- Use of program code 02 (research) – use Banner Form FTMACCI to access

Oracle Fusion Middleware Forms Services: Open > FTMACCI

File Edit Options Block Item Record Query Tools Help

Account Index Code Maintenance FTMACCI 8.0 (MSTR) (BZ)

Chart of Accounts:  ☒ Active Status Last Activity Date:

Account Index:  Account Index Title:

Effective Date: 01-NOV-2016 Termination Date:  Next Change Date:

Accounting Distribution

Fund:

Organization:

Account:

Program:

Activity:

Location:

Check to Override

☒  
☒  
☒  
☒  
☒

Enter value for Chart of Accounts

Record: 1/1 | ... | List of Valu... | <OSC>