

Source2Pay Project

Process – Payment Processing
Employee Reimbursement
Focus Group Meeting
Oct 2017

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Agenda

- Welcome
- Introductions
- Source-to-Pay Project Overview
- Project's Process Details
- Process Current State
- Current State Identify Issues
- Next in the project's process
- Questions

Welcome!

- Introductions
 - Name
 - Department
 - Current Job
 - Goal for being participating on a Focus Group

Source2Pay Project

- Our current source-to-pay procedures at the University has significant opportunities for improvement and impact every department within the University system.

Project Purpose/Goal

- Identify process improvements throughout source to pay process
- Develop RFP
- Ultimate goal is to minimize, improve & standardize IT platforms

Payment Processing Employee Reimbursement

Purpose of the process

- To pay, track and manage employee payments.

Process Boundaries

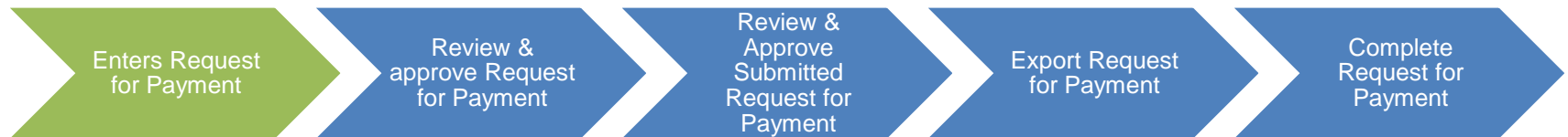
Begins:

When a unit enters a payment request into TEM.

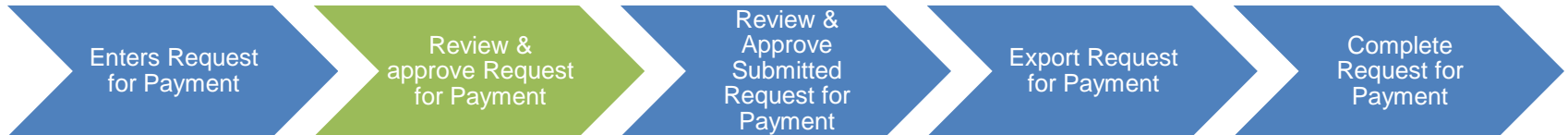
Ends:

When the payment request is done.

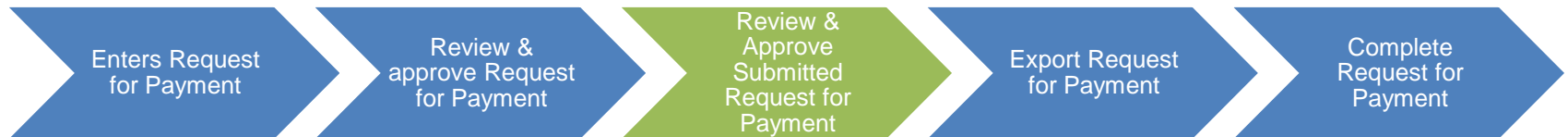
The Process



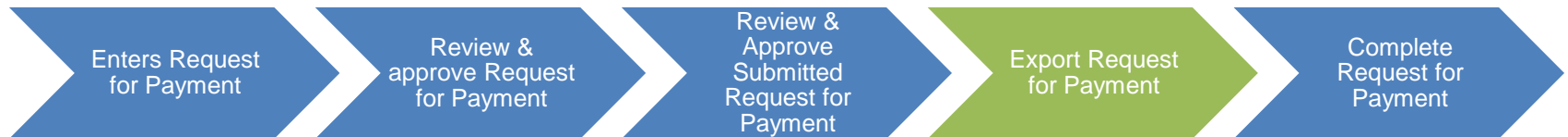
The Process



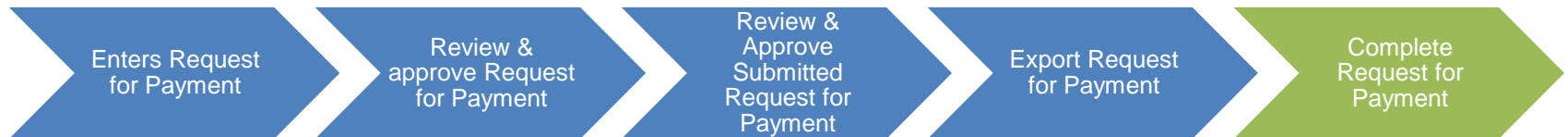
The Process



The Process



The Process



What do you do for Payment Processing Employee Reimbursement?

Current State

Issues with the current
process?

Next Steps

- Present feedback to Project's process Team
- Finalize current state
- Begin future state
- Present future state to each campus

Contact Information

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Thank YOU!