

**Noteworthy Accomplishments (1999)
for
Administration and Finance**

Year 2000

With an expansive array of systems including mainframe, server based, and stand-alone systems, the process of dealing with Year 2000 computer concerns is very significant for Administration and Finance. In addition ADFI is responsible for many non-computer devices for which Year 2000 analysis, redesign, upgrade, and transition is necessary. Non-computer devices include radios, alarms, and access devices just to name a few.

Although the complete cycle for modifying and transitioning to compliant hardware and software will not be completed until the end of the 1999 calendar year. ADFI has already invested more than a year of planning in the process.

Child Care Center Program Design for New Facility

Considerable time and effort was given to the discussion, vision, design, and development of processes to support the construction of a new Child Care Center for IUPUI.

FIS and TOPS Training

Continual schedules were developed for in-depth campus-wide training on The On-line Purchasing and Financial Information Systems. Training programs will be supported on a continuing basis by local support from ADFI.

Conversion from Paper to Electronic Depositing of Funds

A yearlong development process concluded with the introduction of a new electronic tool for transacting department based depositing of receipted income. The BRCCR program eliminates the re-work of transactions used for the recording of campus income deposits, aids in the consolidation of funds, and aid Financial Management Services in the bank reconciliation process.

Responsibility Center Flat Tax

A new simplified methodology was developed and introduced for dealing with Responsibility Center taxation.

Campus Procurement Card

A new procurement card process was launched for campus-wide use. This new purchasing option has simplified processes and dramatically reduced overall cost associated with procurement transactions.

IKON Contract

A major contract was developed and implemented for use throughout the campus in support of office equipment acquisition. Both efficiency and cost savings resulted.