

Budget Broadcast

with the
University Budget Office

December 2023

Agenda

- Procurement Updates
- University Integrity & Compliance
- Analytical Information Solutions
- Texas University Fund-TUF
- Announcements and Reminders

UNT System Office of Procurement Updates

12/04/2023

eShipGlobal and Pcard

- ▶ What is eShipGlobal?
- ▶ The eShipGlobal website is being upgraded December 11, 2023. *eShipGlobal will not be available on Sunday, December 10 after 5:00 p.m. as the new site is being deployed.*
- ▶ The upgraded site will have additional shipping options, better reporting, cosmetic changes, quicker invoicing, third party shipping tracking, contract compliance, and much more.
- ▶ Training course available 12/07/23 from 11:00-12:00
- ▶ Register at https://us02web.zoom.us/meeting/register/tZlkd0-prTooGNaGXgZu4D8r_LXsh2HOKGa
- ▶ The Procurement page at <https://finance.untsystem.edu/procurement/p-card-program/shipping-and-freight.php> will be updated on 12/10/23



Office Supplies

- ▶ BE Business Essentials is now live as a Punch Out Catalog in UNT System Marketplace.
- ▶ BE is a preferred HUB vendor
- ▶ What does this mean for pcard holders?
 - ▶ Less pcard reconciliation
 - ▶ Approvals on the front end
 - ▶ Shoppers can assign a cart to you if you are a Requestor



Concur Mobile App

- ▶ Optional app can make the traveler's job (and your job) easier.
- ▶ The app now has delegate functionality (limited).
- ▶ Capture receipts, capture mileage, approve reports, travel and more
- ▶ Scanning through a stack of receipts vs. working on mobile app captured receipts as they happen
- ▶ Demo!



Get started -

https://finance.untsystem.edu/sites/default/files/concur_mobile_gettingstartedwithconcurmobile_sso.pdf

Thank you!

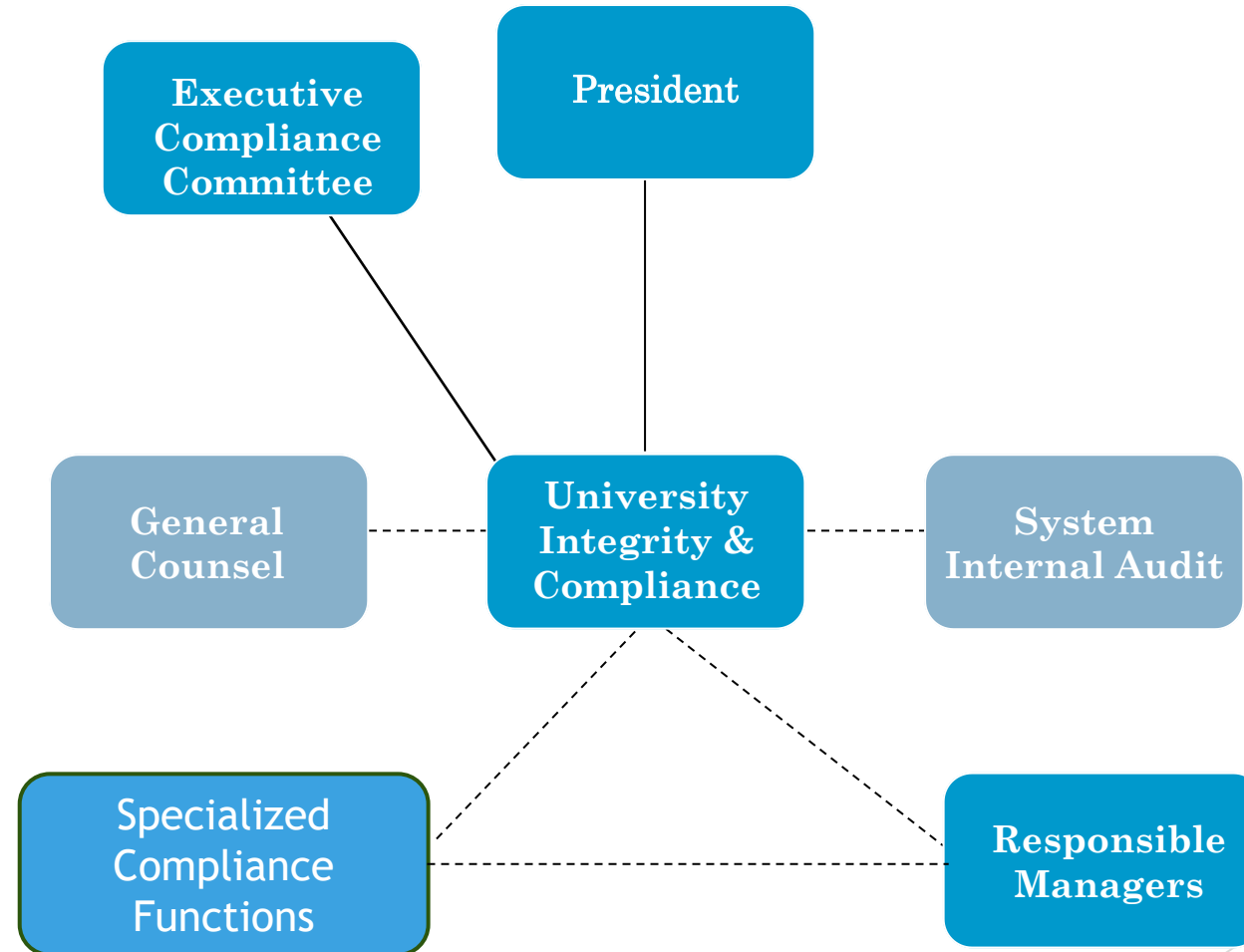
University Integrity & Compliance

Compliance Program Structure

University Integrity & Compliance

- Provides tools and advice to operational units and specialized compliance functions
- Coordinates activities between units
- Escalates risks to leadership
- Provides oversight with a focus on compliance

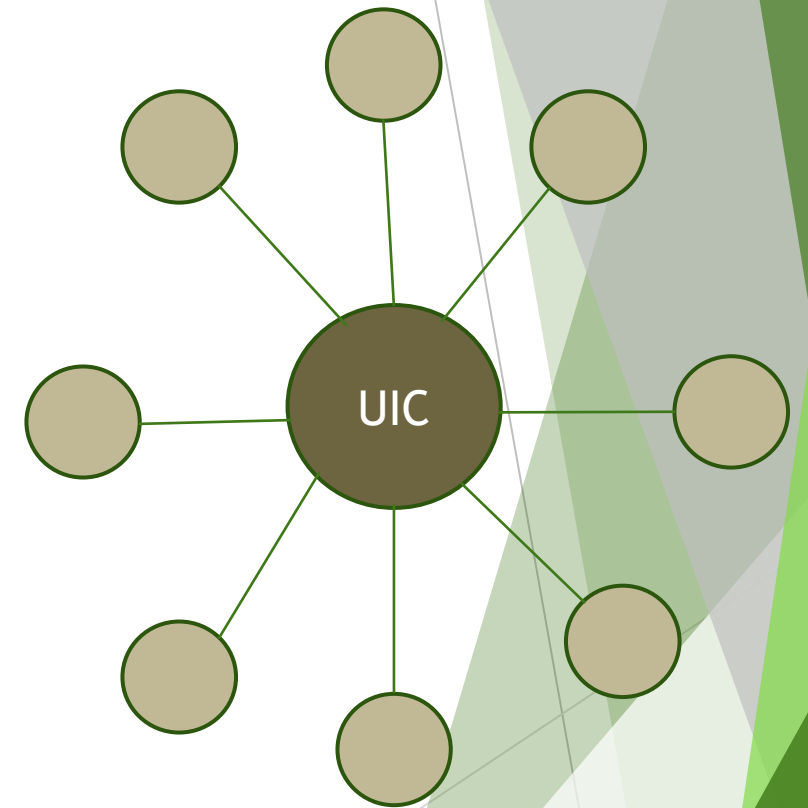
Integrity & Compliance Program Structure



Integrity & Compliance Program Structure

Centralized Coordination Model

- Common model for large research universities
- Single university-wide Compliance Officer
- Leaders and administrators of units act as liaisons with CCO



Integrity & Compliance Program Structure

Specialized Compliance Functions

- Provide guidance and conduct specialized tasks to advance compliance and operational goals
- Often contain best knowledge of compliance requirements
- Examples include:
 - Athletics Compliance
 - Research Integrity and Compliance
 - Risk Management Services
 - Equal Opportunity
 - Student Financial Aid and Scholarships

Integrity & Compliance Program Structure

Managers and Supervisors

- Responsible for managing daily compliance risks
- Ensure employees are appropriately trained
- Design programs that control compliance risks

Staff and Faculty

- Accomplish their day-to-day tasks in compliance with policies and procedures
- Most common reporters of potential compliance violations

Integrity & Compliance Program Structure

How it All Fits Together to Determine Risk Priorities

1. University Integrity & Compliance consults with university management, specialized compliance functions, Internal Audit, and Office of General Counsel on risk activities
2. University Integrity & Compliance develops an annual risk priorities list which is presented to the Executive Compliance Committee
3. Executive Compliance Committee approves the risk priorities list, advises President on allocation of resources, and oversees progress towards risk mitigation
4. University Integrity & Compliance assists units with development of policies, training, and oversight

Common Questions

Scholarships

From a compliance perspective are their items related to scholarships that financial officers should be watching for?

How can we work together?

When do I call Compliance vs. Office of General Counsel?

Contact Us

Compliance@unt.edu

940.565.4142



UNT TRUSTLINE
REPORT CONCERNS OF UNETHICAL OR ILLEGAL MISCONDUCT

Report by Phone
(877) 606-9187

Report Online
trustline.unt.edu

Report by Text
Text "Hello" to
(940) 340-5156

Third-Party Operated

Anonymous Reporting Options

24-HOUR SERVICE

100% CONFIDENTIAL

UNT
UNIVERSITY
INTEGRITY &
COMPLIANCE

11/16/2016 10:00 AM

The poster features a vertical list of icons on the left: a hand holding a phone, a computer monitor, a speech bubble with 'HELLO', a headset, and a question mark. On the right, there is a graphic of a smartphone displaying the phone number (877) 606-9187 and a numeric keypad. The background of the poster includes a photograph of a person's hands holding a smartphone.

Analytical Information Solutions

Deficits & Endowments

Email Notifications & Report Usage

Deficits & Endowments



- Email alerts are now being sent monthly for both Deficits and Endowments.

Subject: Daily Deficit Lines Summary: 11/03/2023

Daily Deficit Lines Summary for: Athletics

A total of 138 deficits have been identified. Please click the below link for details concerning these deficits.

| Budget Area | # of Deficits | Budget Area Contact | Budget Buddy Contact |
|---------------------------|---------------|---------------------|----------------------|
| Athletics | 138 | Matt Witty | Payton Carter |

This report contains budgetary chartstrings only.

Payroll Related Costs, D5050, on centrally funded chartstrings can be disregarded. If you have questions please reach out to your Budget Buddy.

Thank you,

University Budget Office

Subject: Endowment Report: 11/03/2023

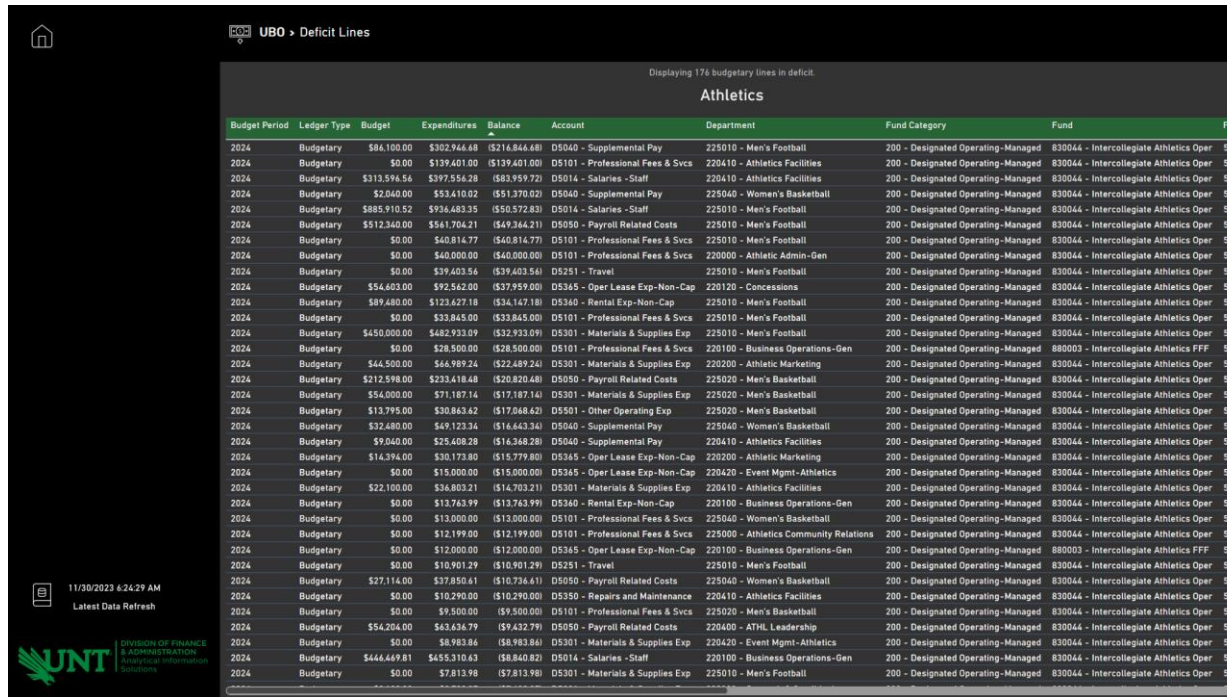
Endowment Report

The Endowment Report is now available for viewing.

[View Report](#)

Deficits

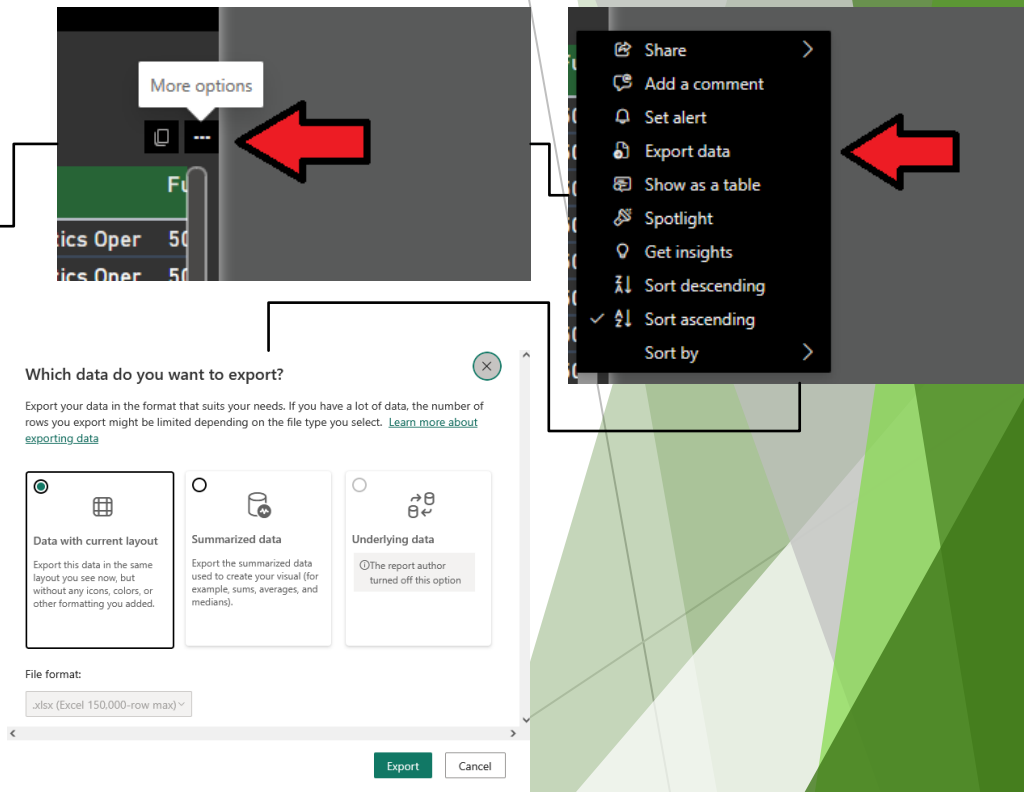
- Deficits link from email will take you to detail and may be exported



UBO > Deficit Lines

Displaying 176 budgetary lines in deficit.

| Budget Period | Ledger Type | Budget | Expenditures | Balance | Account | Department | Fund Category | Fund |
|---------------|-------------|--------------|--------------|----------------|----------------------------------|--|------------------------------------|---|
| 2024 | Budgetary | \$86,100.00 | \$302,946.68 | (\$216,846.68) | D5040 - Supplemental Pay | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$139,401.00 | (\$139,401.00) | D5101 - Professional Fees & Svcs | 220410 - Athletics Facilities | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$313,596.56 | \$397,556.28 | (\$83,959.72) | D5014 - Salaries - Staff | 220410 - Athletics Facilities | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$2,040.00 | \$53,410.02 | (\$51,370.02) | D5040 - Supplemental Pay | 225040 - Women's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$885,910.52 | \$936,483.35 | (\$50,572.83) | D5014 - Salaries - Staff | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$512,340.00 | \$661,704.21 | (\$149,364.21) | D5050 - Payroll Related Costs | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$40,814.77 | (\$40,814.77) | D5101 - Professional Fees & Svcs | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$40,000.00 | (\$40,000.00) | D5101 - Professional Fees & Svcs | 220000 - Athletic Admin-Gen | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$39,603.56 | (\$39,603.56) | D5251 - Travel | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$54,603.00 | \$92,562.00 | (\$37,959.00) | D5345 - Oper Lease Exp-Non-Cap | 220120 - Concessions | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$89,480.00 | \$123,627.18 | (\$34,147.18) | D5340 - Rental Exp-Non-Cap | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$32,845.00 | (\$32,845.00) | D5101 - Professional Fees & Svcs | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$450,000.00 | \$482,933.09 | (\$32,933.09) | D5301 - Materials & Supplies Exp | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$28,500.00 | (\$28,500.00) | D5101 - Professional Fees & Svcs | 220100 - Business Operations-Gen | 200 - Designated Operating-Managed | 880003 - Intercollegiate Athletics FFF |
| 2024 | Budgetary | \$44,500.00 | \$66,989.24 | (\$22,489.24) | D5301 - Materials & Supplies Exp | 220200 - Athletic Marketing | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$212,598.00 | \$233,418.48 | (\$20,820.48) | D5050 - Payroll Related Costs | 225020 - Men's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$54,000.00 | \$71,187.14 | (\$17,187.14) | D5301 - Materials & Supplies Exp | 225020 - Men's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$13,795.00 | \$30,863.62 | (\$17,068.62) | D5501 - Other Operating Exp | 225020 - Men's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$32,480.00 | \$49,123.34 | (\$16,643.34) | D5040 - Supplemental Pay | 225040 - Women's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$9,040.00 | \$25,408.28 | (\$16,368.28) | D5040 - Supplemental Pay | 220410 - Athletics Facilities | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$14,394.00 | \$30,173.80 | (\$15,779.80) | D5365 - Oper Lease Exp-Non-Cap | 220200 - Athletic Marketing | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$15,000.00 | (\$15,000.00) | D5365 - Oper Lease Exp-Non-Cap | 220420 - Event Mgmt-Athletics | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$22,100.00 | \$36,803.21 | (\$14,703.21) | D5301 - Materials & Supplies Exp | 220410 - Athletics Facilities | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$13,763.99 | (\$13,763.99) | D5340 - Rental Exp-Non-Cap | 220100 - Business Operations-Gen | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$13,000.00 | (\$13,000.00) | D5101 - Professional Fees & Svcs | 225040 - Women's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$12,199.00 | (\$12,199.00) | D5101 - Professional Fees & Svcs | 225000 - Athletics Community Relations | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$12,000.00 | (\$12,000.00) | D5365 - Oper Lease Exp-Non-Cap | 220100 - Business Operations-Gen | 200 - Designated Operating-Managed | 880003 - Intercollegiate Athletics FFF |
| 2024 | Budgetary | \$0.00 | \$10,901.29 | (\$10,901.29) | D5251 - Travel | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$27,114.00 | \$37,850.61 | (\$10,736.61) | D5050 - Payroll Related Costs | 225040 - Women's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$10,290.00 | (\$10,290.00) | D5350 - Repairs and Maintenance | 220410 - Athletics Facilities | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$9,500.00 | (\$9,500.00) | D5101 - Professional Fees & Svcs | 225020 - Men's Basketball | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$54,204.00 | \$63,636.79 | (\$9,432.79) | D5050 - Payroll Related Costs | 220400 - ATH Leadership | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$8,983.86 | (\$8,983.86) | D5301 - Materials & Supplies Exp | 220420 - Event Mgmt-Athletics | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$444,469.81 | \$455,310.63 | (\$10,840.82) | D5014 - Salaries - Staff | 220100 - Business Operations-Gen | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |
| 2024 | Budgetary | \$0.00 | \$7,813.98 | (\$7,813.98) | D5301 - Materials & Supplies Exp | 225010 - Men's Football | 200 - Designated Operating-Managed | 830044 - Intercollegiate Athletics Oper |



More options

- Share
- Add a comment
- Set alert
- Export data
- Show as a table
- Spotlight
- Get insights
- Sort descending
- Sort ascending
- Sort by

Which data do you want to export?

Export your data in the format that suits your needs. If you have a lot of data, the number of rows you export might be limited depending on the file type you select. [Learn more about exporting data](#)

- Data with current layout
- Summarized data
- Underlying data

File format:

.xlsx (Excel 150,000-row max)

Export Cancel

Exports go to your “Downloads” folder and are labeled data.xlsx

Endowments



- Endowments link from email will take you to the full report where filters may be applied for desired department(s).

Department Hierarchy (B > C > D > E > Department)

UBO > Endowments

Held By: All

Standing: Not Compliant

| Fund Name | Department Name | Allowable | Balance | Distributions | Result Amount |
|---|---|-----------|-----------|---------------|---------------|
| 130020 - Schol/QEnd-Auxiliary Services | 163000 - Auxiliary Services-Gen | 10% | \$921,676 | \$101,717 | (\$911,505) |
| 230012 - Prof/Rest-Kennerly Librar-0688 | 133310 - Information Science | 2x | \$896,436 | \$86,641 | (\$723,155) |
| 240718 - Schol/End-Toulouse Grad-0403 | 142000 - Toulouse Grad School-Gen | 10% | \$654,472 | \$175,705 | (\$436,901) |
| 100028 - DepOp/QEnd-UNT Quasi Endow | 164840 - Scholarship Office | 2x | \$303,857 | (\$60,089) | (\$424,035) |
| 240643 - Schol/End-Onstead Inst For Ed | 136100 - CVAD-Dean's Off | 10% | \$370,119 | \$126,588 | (\$357,460) |
| 240421 - Schol/Rest-Brock Strings-0845 | 134230 - Music-Schol Svc & Ext Affair | 10% | \$334,879 | \$209,260 | (\$313,953) |
| 342106 - Schol/Rest-(F&S) Mayborn-1264 | 138000 - Mayborn Sch of Journal-Gen | 10% | \$316,337 | \$146,456 | (\$301,691) |
| 240041 - Schol/End-Barrett Neuro-Operan | 135320 - Behavior Analysis | 10% | \$308,441 | \$168,702 | (\$291,570) |
| 335042 - Fall/Rest-MurchisonGradFe-0956 | 131000 - Ryan College of Business - Gen | 2x | \$376,959 | \$49,206 | (\$278,548) |
| 240685 - Schol/Rest-RyanActSupport-0784 | 131300 - Accounting | 10% | \$264,405 | \$40,760 | (\$260,329) |
| 200016 - DepOp/End-K.Farmer Autism Res | 132710 - Autism Center | 2x | \$409,898 | \$82,556 | (\$244,786) |
| 200019 - DepOp/End-Nickell, Robert | 131310 - Fin, Insur, Real Estate & Law | 2x | \$279,105 | \$22,547 | (\$234,011) |
| 330030 - Prof/Rest-F&S MaybornChai-1265 | 138000 - Mayborn Sch of Journal-Gen | 2x | \$355,509 | \$61,163 | (\$233,183) |
| 300044 - DepOp/Rest-McNatt Logisti-1173 | 131720 - Ctr-LSCM | 2x | \$216,542 | \$0 | (\$216,542) |
| 200045 - Schol/End-TRIP-Buchholz-0985 | 132100 - Education-Dean's Off | 10% | \$211,632 | \$21,647 | (\$209,445) |
| 330023 - Prof/Rest-Velms E Schmidt-0219 | 132100 - Education-Dean's Off | 2x | \$312,819 | \$55,022 | (\$202,774) |
| 300300 - DepOp/Rest-Millican Chair-1205 | 131300 - Accounting | 2x | \$200,002 | \$0 | (\$200,002) |
| 341040 - Schol/Rest-Newell PubAdm-1178 | 135340 - Public Admin | 10% | \$210,779 | \$112,266 | (\$199,553) |
| 240730 - Schol/Rest-VoertArdoin Art-827 | 136100 - CVAD-Dean's Off | 10% | \$200,375 | \$99,935 | (\$190,381) |
| 230006 - Prof/End-H Harvey Peace | 133310 - Information Science | 2x | \$209,574 | \$16,989 | (\$175,596) |
| 200055 - Prof/End-TRIP-Mike Moses-0881 | 132100 - Education-Dean's Off | 2x | \$241,832 | \$34,503 | (\$172,826) |
| 240782 - Schol/QEnd-TRIP-J&C Onstead | 136100 - CVAD-Dean's Off | 10% | \$170,201 | \$23,567 | (\$167,845) |
| 340256 - Schol/Rest-Ellen Talbott-0998 | 164800 - Financial Aid & Schol-Gen | 10% | \$169,430 | \$24,936 | (\$166,936) |
| 240594 - Schol/Rest-CEFT Kostohryz-0727 | 134100 - College of Music-Dean's Off | 10% | \$167,981 | \$91,979 | (\$158,784) |
| 330010 - Prof/Rest-Mike Moses-0881 | 132100 - Education-Dean's Off | 2x | \$264,794 | \$53,295 | (\$158,204) |
| 341038 - Schol/Rest-Newell PolSci-1179 | 122400 - Political Science | 10% | \$155,196 | \$31,208 | (\$152,075) |
| 240281 - Schol/End-Redman Foundation | 164800 - Financial Aid & Schol-Gen | 10% | \$145,439 | \$8,394 | (\$144,600) |
| 200048 - DepOp/Rest-TNT Excellence-1053 | 125010 - Teach North Texas | 2x | \$234,815 | \$48,724 | (\$137,368) |
| 240423 - Schol/Rest-DonBuchholzDoc-0985 | 132330 - Teacher Education & Admin | 10% | \$135,352 | \$50,348 | (\$130,317) |

| Term | Formula | Conditions |
|---------------|---|--|
| Allowable | Scholarship endowments have an allowable unspent balance of 10%, or less, than the approved Fiscal Year distribution. Non-Scholarship endowments have an allowable unspent balance of 2X (two times) the approved Fiscal Year distribution. | |
| Balance | FY-2024 Equity + FY-2024 Expense + FY-2024 Distributions. | Account 32203 (Expend Net Position Endow), Fund Category 307 (Restr True/Term Endow Spend) |
| Distributions | FY-2023 Revenues. | Account 47601 (Contributions- Donations) or Account 70110 (Endowment Distributions), Fund Category 307 (Restr True/Term Endow Spend) |
| Result Amount | (Distribution * Allowable) - Balance | |

11/30/2023
Latest Data Refresh

UNT DIVISION OF FINANCE & ADMINISTRATION Analytical Information Solutions

Deficits & Endowments

- Though email alerts are monthly, users may bookmark the report links and be revisited daily if desired.
- For questions concerning Deficits or Endowments reach out to your Budget Buddy.

Announcements & Reminders

Announcements & Reminders

- Asset Management Processing & Distribution, (Central Receiving)
 - Will be closed during the Winter Holiday break.
 - Any shipments to A.M.P.D. Receiving during this time via FedEx/UPS/DHL/USPS/Freight will be held at their locations for redelivery to campus during the first week of January. Amazon will not hold packages and will be left outside at the intended address, we recommend not ordering anything from Amazon if it cannot be delivered before we leave on break, since it will be left outside unsecured.

- Budget Office website scheduled for migration by year end.

Announcements & Reminders

Upcoming Trainings

▶ Budget Basics

- ▶ December 5th 10-11am
- ▶ January 9th 10-11am
- ▶ In person/Bridge

Register at:

<https://unt.bridgeapp.com/learner/training/df22afd2/enroll>

▶ Payroll

- ▶ December 12th 2-3pm
- ▶ January 23rd 10-11am
- ▶ February 22nd 2-3pm
- ▶ March 13th 10-11am

Register at:

<https://unt.bridgeapp.com/learner/training/d8c9083e/enroll>

▶ Cognos Reports

- ▶ December 19th 2-3pm
- ▶ January 16th 2-3pm
- ▶ February 15th 10-11am
- ▶ March 12th 2-3pm

Register at:

<https://unt.bridgeapp.com/learner/training/cc7b1724/enroll>

Upcoming Budget Broadcast 2024

BLB RM 180/055

- ▶ February 8, 2024
- ▶ April 11, 2024
- ▶ June 13, 2024
- ▶ August 8, 2024
- ▶ October 10, 2024
- ▶ December 19, 2024

Connecting with us.....

- ▶ Budget Office :940.565.3233
- ▶ Budget.Office@unt.edu

Questions?