Kuali Procurement Card eStatements
Process KFS Survey Feedback Updates

Lila Mauro
Assistant Vice President, USC Business Services

Mary Wilson
USC Corporate Card Program Administrator
Agenda

- Recent updates to P-Card module in KFS
- Acknowledge KFS survey feedback issues
- Anticipated program changes
• All cardholders are reconciling eStatements in Kuali Financial System (KFS)
  – Feedback indicates process is viewed favorably by academic and administrative units
• New enhancements to KFS:
  – Proxy and business office reviewer roles added to eStatement reconciliation process
  – Quarterly approver report sent to SBOs
  – Account level security applied to KFS
    • Administrators with university account access can view eStatements
  – Overdue statement email notifications sent to cardholders, supervisors, SBOs, auditors, etc.
• New web-based online reconciliation tutorial
• Need additional training sessions and improved documentation
• Want simpler procedure to change default approver in workflow routing process
• Need documentation and training for approvers
• Improve receipt attachment process
  – Provide best practices for collection, naming conventions, etc.
• Evaluate limitations of currently basing reallocation process on program code access
Anticipated Program Changes

- Convert corporate card program to VISA provider to resolve acceptability issues
- SciQuest implementation will expedite low dollar value procurement process
- Accounts Payable will update sales tax accrual process
Questions?

• Web site:
  – www.usc.edu/purchasing/corpcard
  – www.usc.edu/kuali

• Corporate Card Program Administrator:
  – Mary Wilson: mewilson@usc.edu

• Comptroller’s Office:
  – Catherine Maddaford: maddafor@usc.edu

• Accounts Payable:
  – Lynn Corner: corner@usc.edu

• ITS (Technical Support):
  – Extension 05555